

CITY OF MATLOSANA NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007			
	2007	2006	
	R	R	
28 CORRECTION OF ERROR			
28.1 Housing Development Fund			
Corrections previous year			
	0	0	
28.2 Capital Replacement Reserve			
Asset funding from Accumulated Surplus correction	0	2 704 158	
Income allocation previous year correction	0	(15 233)	
	0	2 688 925	
28.3 Government Grants & Reserves			
Correction Offset Depreciation			
Asset funding from Donations & Public Contribution	0	54 250	
Asset funding from Unappropriated Surplus	0	3 686 560	
	0	3 740 810	
28.4 Donations & Public Contribution Reserve			
Correction Offset Depreciation			
Asset funding to Government Grants & Reserve	0	(54 250)	
Asset funding from Unappropriated Surplus	0	7 470	
Asset funding to Capitalization Reserve	0	(1 496 399)	
	0	(1 543 179)	
28.5 Capitalization Reserve			
Asset funding correction	0	323 356	
Asset funding from Unappropriated Surplus	0	342 945	
Asset funding from Donations & Public Contribution Reserve	0	1 496 399	
	0	2 162 700	
28.6 Accumulated (Surplus)/Deficit			
Asset funding to Capital Replacement Reserve	0	2 704 158	
Asset funding to Government Grants Reserve	0	3 686 560	
Asset funding to Capitalization Reserve	0	342 945	
Asset funding to Donations & Public Contribution Reserve	0	7 470	
Assets written off less than R2 000 previous years	0	323 356	
Written off old suspense accounts	0	192 656	
Adjustment Budget transfer to Income		1 386 867	
Transitional Grant received from Local Government transferred from suspense account to accumulated surplus.	0	(2 117 800)	
Stores shortages written off		650 335	
Stores surpluses taken on.		(229 696)	
Adjustments	0	0	
Sundry expenditure previous year corrections		3 696 556	
Sundry income previous year corrections	(1 032 557)	(16 685 249)	
	(1 032 557)	(6 041 842)	



CITY OF MATLOSANA NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007		
	2007	2006
	R	R
29 CASH GENERATED BY OPERATIONS		
Surplus for the year	149 911 821	91 490 220
Adjustment for :		
Depreciation	44 573 257	37 709 856
Gain on disposal of property, plant and equipment	(833 768)	(355 363)
Contribution to provisions - current	1 924 747	7 587 850
Contribution to bad debt provision	72 034 070	82 523 000
Equity accounted share of associate's surplus	0	0
* Interest received	(50 116 891)	(40 651 424)
Interest paid	18 933 733	24 679 973
Operating surplus before working capital changes:	236 426 969	202 984 113
Decrease in inventories	1 174 925	1 369 990
(Increase)/decrease in debtors	(71 970 650)	(69 953 011)
(Increase)/decrease in other debtors	(26 689 387)	(3 658 235)
(Decrease)/increase in conditional grants and receipts	25 353 634	5 893 737
(Decrease)/Increase in creditors	9 621 071	(10 432 301)
Increase in short-term portion of long-term debtors	(271 664)	431 125
Increase in VAT	6 948 257	2 223 933
Cash generated by / (unauthorised) operations	180 593 155	128 859 349
30 CASH AND CASH EQUIVALENTS		
Cash and cash equivalents included in the cash flow statement comprise the following statement of amounts indicating financial position:		
Bank balances and cash	32 667 396	23 879 196
Call investment deposits	180 692 249	115 748 289
Bank overdraft	0	(1 802)
Total cash and cash equivalents	213 359 645	139 625 683
Overdraft facilities available to Council amounted to R8,6 million was not utilized during the year ended 30 June 2007		
31 UTILIZATION OF LONG-TERM LIABILITIES RECONCILIATION		
Long-term liabilities (see Note 2)	170 693 238	149 184 509
Used to finance property, plant and equipment - at cost	170 693 238	149 184 509
Sub-total	0	0
Cash set aside for the repayment of long-term liabilities (see note 8 and 14)	6 930 133	6 230 006
Cash invested for repayment of long-term liabilities	6 930 133	6 230 006
Long-term liabilities have been utilized in accordance with the Municipal Finance Management Act. Sufficient cash has been set aside to ensure that long-term liabilities can be repaid on redemption date		



CITY OF MATLOSANA NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007			
	2007 R	2006 R	
32 UNAUTHORIZED, IRREGULAR, FRUITLESS AND WASTEFUL			
32.1 Unauthorized expenditure			
Reconciliation of unauthorized expenditure			
Opening balance			
Unauthorized expenditure current year	34 995	0	
Approved by Council or condoned			
Transfer to receivables for recovery (Note 15)			
Unauthorized expenditure awaiting authorization	34 995	0	
<i>It emanates from equipment that was bought against inventory line item and did not comply with the policy to qualify as inventory. The items were of a capital nature and a report will be submitted to Council for the change and approval. No criminal procedures will be needed.</i>			
32.2 Fruitless and wasteful expenditure			
Reconciliation of fruitless and wasteful expenditure			
Opening balance	161 958		
Fruitless and wasteful expenditure current year	0	301 958	
Approved by Council or condoned			
To be recovered approximately- contingent asset	0	(140 000)	
Fruitless and wasteful expenditure awaiting condonement	161 958	161 958	
<i>This emanates from fraudulent transactions in Council's bank account (deposit's of cheque's). Approximately R140 000 will be recovered from the fraudulent bank account and the difference of approximately R161 958 was claimed from Council's insurance company. If unsuccessful Council will have to consider writing it off.</i>			
32.3 Irregular expenditure			
Reconciliation of irregular expenditure			
Opening balance			
Irregular expenditure current year			
Condoned or written off by Council			
Transfer to receivables for recovery - not condoned			
Irregular expenditure awaiting condonement	0	0	
	2007 R	2006 R	
33 ADDITIONAL DISCLOSURES IN TERMS OF MUNICIPAL FINANCE MANAGEMENT ACT			
33.1 Contributions to organized local government			
Opening balance			
Council subscriptions			
Amount paid - current year			
Amount paid - previous years			
Balance unpaid (included in creditors)	0	0	
33.2 Audit fees			
Opening balance			
Current year audit fee	1 447 637	1 199 900	
Amount paid - current year	1 447 637	1 199 900	
Amount paid - previous year			
Balance unpaid (included in creditors)	0	0	



CITY OF MATLOSANA NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007			
	2007 R	2006 R	
33.3 VAT			
VAT inputs receivables and VAT outputs receivables are shown in note 7. All VAT returns have been submitted by the due date throughout the year.			
33.4 PAYE and UIF			
Opening balance	1 340 869	1 477 433	
Current year payroll deductions	17 213 704	19 006 501	
Amount paid - current year	15 772 576	17 665 632	
Amount paid - previous year	1 340 869	1 477 433	
Balance unpaid (included in creditors)	1 441 129	1 340 869	
The balance represents PAYE and UIF deducted from the June 2007 payroll. These amounts were paid during July 2007.			
33.5 Pension and Medical Aid Deductions			
Opening balance	3 495 790	4 129 815	
Current year payroll deductions and Council contributions	41 190 993	37 054 472	
Amount paid - current year	37 030 834	33 558 683	
Amount paid - previous year	3 495 790	4 129 815	
Balance unpaid (included in creditors)	4 160 159	3 495 790	
The balance represents pension and medical contributions deducted from employees in the June 2007 payroll as well as, Council's contributions to pension and medical aid funds. These amounts were paid during July 2007.			
33.6 Councillor's arrear consumer accounts			
The following Councillors had arrear accounts outstanding for more than 90 days at:			
30 June 2007	Total	Outstanding less than 90 days	Outstanding more than 90 days
Councillor Dodovu TS	2 171	450	1 721
Councillor Mohoase PL	9 634	386	9 248
Councillor Pooe PR	269	167	102
Councillor Sethunya MP	16 068	4 591	11 477
Councillor Sishuba MS	238	234	4
Total Councillor Arrear Consumer Accounts	28 381	5 829	22 552
30 June 2006	Total	Outstanding less than 90 days	Outstanding more than 90 days
Councillor Tshoniswa T	318	190	128
Councillor Tolomo MAJ	1 212	515	697
Councillor Tladi KG	5 055	733	4 322
Councillor Thaanchu OR	1 414	923	491
Councillor Tablet OVW	1 819	1 356	263
Councillor Sethunya MP	16 573	884	15 688
Councillor Sello RK	26 920	630	26 290
Councillor Segano L	507	178	329
Councillor Sebata JM	2 112	1 151	961
Councillor Ross KL	2 502	11	2 491
Councillor Malgas T	1 127	548	578
Councillor Mafuya NM	500	94	406
Councillor Le Grange JJ	15 522	34	15 488
Councillor Landela NL	518	313	206
Councillor Mentingoe IS	928	928	0
Councillor Nxamakele P	4 368	261	4 107
Councillor Ntsangani H	3 802	0	3 802
Councillor Mbobo GC	3 301	660	2 641
Councillor Pitso ST	3 156	289	2 867
Councillor Malete P	9 111	673	8 438
Councillor Mojela EM	605	171	434
Councillor Mabaso SS/N	11 748	614	11 132
Total Councillor Arrear Consumer Accounts	112 913	11 157	101 756



CITY OF MATLOSANA NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007			
	2007 R	2006 R	
			<u>Highest Amount Outstanding</u>
During the year the following Councillors had arrear accounts outstanding for more than 90 days			<u>Ageing</u>
30 June 2007			
Councillor Dodovu TS	1 063	180 Days	
Councillor Mohoase PL	8 678	180 Days	
Councillor Pooe PR	349	90 Days	
Councillor Sethunya MP	16 614	180 Days	
Councillor Sishuba MS	370	90 Days	
30 June 2006			
Councilor Botes SF & JMM	306	90 Days	
Councilor Ntsangani H	3 802	180 Days	
Councilor Nxamakele N	2 296	180 Days	
Councilor Nxamakele P	1 896	180 Days	
33.7 Non-Compliance with Chapter 11 of the Municipal Finance Management Act			
None			
34 OPERATING LEASE COMMITMENTS	2007 R	2006 R	
The Municipality's future minimum commitments on hire of photostatmachines are as follows:			
Due within one year	561,647	561,647	
Due between one and five years	813,810	1,375,457	
Due after five years	0	0	
	1,375,457	1,937,104	
The Municipality's future minimum commitments on hire of vehicles are as follows:			
Due within one year	146,644	0	
Due between one and five years	439,933	0	
Due after five years	0	0	
	586 578	0	
Total lease commitments	1 962 035	1 937 104	
35 EVENTS AFTER THE REPORTING DATE	2007 R	2006 R	
Non current assets held for sale	0	0	



CITY OF MATLOSANA NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007			
		2007	2006
		R	R
36 CAPITAL COMMITMENTS			
Commitments in respect of capital expenditure:			
- Approved and contracted for		74 455 725	27 122 600
Infrastructure		61 689 090	26 702 600
Community		4 817 630	420 000
Heritage			
Other		7 949 005	0
Housing Development Fund			
Investment Properties			
- Approved but not yet contracted for		5 000 000	6 234 100
Infrastructure			3 475 000
Community		2 000 000	0
Heritage		0	549 100
Other		3 000 000	2 210 000
Housing Development Fund			
Investment Properties			
Total		79 455 725	33 356 700
This expenditure will be financed from:			
- External Loans		13 330 730	33 356 700
- Capital Replacement Reserve		11 153 015	0
- Government Grants		54 971 980	0
- Own resources			
- District Council Grants			
		79 455 725	33 356 700
37 RETIREMENT BENEFIT INFORMATION			
The Council and its employees contribute to various municipal pension funds, whilst Councilors contribute to the Pension Fund for Councilors. Both funds provide retirement benefits to the employees and Councilors respectively. Employees have a choice between a pension benefit and a gratuity benefit.			
Current contributions are levied against operating income based on current service costs.			
A full actuarial calculation is done at least every three years.			
An amount of R26 447 338 was contributed by Council in respect of councilor and employees retirement funding. These contributions have been expensed.			
Certain employees were prevented from joining Council's retirement funds. In terms of Council's employment policies, an obligation to provide pensions exists. These amounts are expensed on payment. The actuarially determined liability, which was calculated in 2007, is R 139 091. Provision has been made for this amount.			



CITY OF MATLOSANA NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007			
		2007	2006
		R	R
38 CONTINGENT LIABILITY			
Claim for employee benefits		0	12 000 000
Dispute was declared by Imatu to employ personnel of the Abattoir. A settlement out of Court was reached between the parties and an amount of R 2,398,088 was paid as full and final settlement.			
City of Matlosana/J Campanella and Others (21 dismissed employees)			
Reinstatement of 21 dismissed employees. Case pending before Labour Court.			
City of Matlosana/H C Marais			
Private house was damage due to a water leakage from Council's side.		230 000	0
City of Matlosana/North West Security Services t/a Cetronic Security Services			
Contract was cancelled with Cetronic Services. The amount payable is for services delivered after cancellation date.		60 000	0
City of Matlosana/Zeda Car Leasing(Pty) Ltd t/a Avis Fleet Services			
The vehicle which was leased by the international advisor was damage in a car accident. The contract was cancelled by the Council and Avis held Council responsible for the remaining period of the contract.		20 000	0
City of Matlosana/Cetronics			
The contract between the Council and Cetronics for the provision of security services was properly cancelled on 12 December 2002. Cetronics claimed R 95 000, the basis of their claim is not clear and the action is defended.		95 000	0
City of Matlosana/A H Mostert			
Mr Mostert sue Council as a result of a motor accident in which one of Council's vehicle was involved. The case is defended on various grounds which favour Council.		44 283	0
City of Matlosana, Valuation Board and City Valuers/Diggers Development			
The said firm sue Council for expenditure they claimed which they incurred during valuation board sittings. Their directors were summoned to appear before the board.		98 000	0
City of Matlosana/Binneman			
Binneman collided with a fire truck when the driver of the fire truck on his way to a fire skipped a red robot. The case is defended on the basis that legislation indemnifies Council in such cases.		25 000	0
City of Matlosana/Sebogodi			
Claimant claim from Council alleging that the Fire Department was negligent.		355 593	0



CITY OF MATLOSANA NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007			
		2007	2006
39 CONTINGENT ASSET		R	R
City of Matlosana/ST Paul's Insurance Company This action is based on performance guarantees for extensions 6 and 12 Khuma.		3 500 000	5 000 000
City of Matlosana/Employees Cashiers This emanates from alleged irregularities in respect of receipting and theft of monies by cashiers. Forensic audit and disciplinary hearings are currently underway and the full extend are not yet known.			
City of Matlosana/Lesley Frazer This emanates from fraudulent transactions in Council's bank account (deposit's of cheque's). Approximately R140 000 will be recovered from the fraudulent bank account and the difference of approximately R161 958 will be claimed from Councils insurance company.		0	140 000
City of Matlosana/Employees This emanates from alleged irregularities in respect of misallocation of direct deposit's against consumer accounts settled in cash. Forensic audit and criminal steps are currently underway and the full extend are not yet known.			
City of Matlosana/Metroprojects & Lapa Administration More certificates for payment to DGD Construction was issued by the consulting engineer.		3 500 000	0
City of Matlosana/Meatforce Founders Trust This is an action for the liquidated estate of the Klerksdorp Abattoir and from which Council will receive its dividend.		175 000	0
City of Matlosana/Vision Meat In this matter action is intituted for services rendered by the Klerksdorp Abattoir. No trial date has been set for this matter and pleadings are still exchanged.		60 000	0
City of Matlosana/Verobuild Council applied for the liquidation of Verobuild CC for land sold in connection with various housing projects.		1 800 000	0
40 IN-KIND DONATIONS AND ASSISTANCE			
The Municipality received the following in-kind donations and assistance.			
Description			
Secondment of International Finance advisor by National Treasury. Contract was terminated during December 2006.			



CITY OF MATLOSANA NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2007				
41 SUPPLY CHAIN MANAGEMENT POLICY				
Due to insufficient record keeping it was not possible to determine if the accounting officer has deviated from the Supply Chain management policy of the municipality by acquiring goods in an emergency (refer Regulation 36(2) of the SCM Regulations).				
42 RELATED PARTY TRANSACTIONS				
A payment to the amount of R1 607 542.67 for goods and services rendered were made to Quilifo Development CC of which Councillor P.R.Poee is a director.				
A payment to the amount of R100 000 for goods and services rendered were made to Bokamoso Business Enterprise of which Councillor R.P. Moleme is a director.				
A payment to the amount of R322 527.16 for goods and services rendered were made to Dirang Mmogo Construction of which Councillor I. Bondes is a director.				
A payment to the amount of R1 593 876.78 for goods and services rendered were made to Motla Engineering (Pty) Ltd of which Councillor S.T. Pitso is a director.				
Bulk water is purchased from the section 21 company Midvaal Water to the amount of R75 215 872 for the year under review. The following Councillors are members of the executive authority of the Midvaal Water Company E.L. Nel; G.L. Sebusengwe; L. Segano; R.K. Sello; O.R. Thabanchu; J. Douw.				
43 COMPARISON WITH THE BUDGET				
The comparison of the Municipality's actual financial performance with that budgeted is set out in Annexure E(1) and E(2).				
44 LOCAL GOVERNMENT : MUNICIPAL FINANCE MANAGEMENT ACT, 2003 : EXEMPTIONS				
The Council will adhere to the following standards during the preparation of the financial statements				
IAS 39 (AC 133) : Financial instruments : Recognition and measurement (Note exemption of certain aspects of standard)				
IAS 20 (AC 134) : Accounting for government grants and disclosure of government assistance (to the extent that it does not contradict Gamap 9)				
IAS 40 (AC 135) : Investment property (Note exemption of certain aspects of standard in Notice 522) (Accept exemption on the portion of "fair value")				
IFRS 7 (AC 144) : Financial Instruments				
IAS 14 (AC 115) : Segment Reporting (These standards are not appropriate for the public sector and should therefore not be applied by municipalities for financial reporting purposes. (Refere to National Treasury circular paragraph 2.52 dated July 2007).				
IFRS 8 (AC 145) : Operating Segments				



APPENDIX A
CITY OF MATLOSANA SCHEDULE OF EXTERNAL LOANS AS AT 30 JUNE 2007

EXTERNAL LOANS	Loan Number	Redeemable	Balance at 1/07/2006	Received during the period	Redeemed during the period	Balance at 30/06/2007		Carrying Value of Property, Plant & Equip.	Other Costs in accordance with the MFMA
						R	R		
LONG-TERM LOANS									
				0		0			
Total long-term loans				0	0	0		0	
ANNUITY LOAN									
Infrastructure Fin. Corp @ 20%	53498		30-Sep-2006	5 578		5 578			
Development Bank of SA @ 17.2%	11846		30-Jun-2009	35 839		10 039		25 800	
Development Bank of SA @ 12%	JBC09588		30-Sep-2014	27 476 041		2 007 247		25 468 783	
Development Bank of SA @ 15%	NWY10959		30-Sep-2017	6 446 501		234 918		6 211 583	
Development Bank of SA @ 15.25%	NWY11182		30-Sep-2018	6 857 954		206 125		6 651 829	
Development Bank of SA @ 15.6%	NWY13637		30-Sep-2020	3 816 029		79 251		3 736 778	
Development Bank of SA @ prime	NWY13874/1		30-Sep-2019	7 222 222		555 556		6 666 667	
Development Bank of SA @ prime + 1	NWY13874/2		30-Jun-2019	14 998 125		0		14 998 125	
Development Bank of SA @ 11.5%	100395		30-Jun-2013	13 045 065		1 300 186		11 744 879	
Development Bank of SA @ 11.2%	101297/1		30-Jun-2019	26 411 636		974 676		25 436 859	
Development Bank of SA @ 11.2%	101297/2		30-Jun-2019	30 831 348		2 295 938		31 829 637	
INCA @ 12.25%	LER-00-00131-Dec-2013			12 038 172		1 055 978		10 982 194	
Absa @ 10.92%	3022364796		30-Jun-2009		101 116			101 116	0
Absa @ 10.85%	3022364843		30-Jun-2010		44 732			44 732	13 651
Absa @ 10.68%	3022364851		30-Jun-2012		4 274 724			4 274 724	1 525 656
Absa @ 10.52%	3022364877		30-Jun-2014		535 502			535 502	333 153
Absa @ 10.31%	3022364885		30-Jun-2017		643 388			643 388	417 375
Absa @ 10.07%	3022364893		30-Jun-2022		4 685 752			4 685 752	3 933 048
Absa @ 9.81%	3022364908		30-Jun-2032		16 654 781			16 654 781	16 341 020
Total Annuity Loans				149 184 509		29 235 932		170 693 238	22 563 903
TOTAL EXTERNAL LOANS				149 184 509	29 235 932	7 727 203		22 563 903	0

*Note: The old MFO accounting methods were inadequate to determine the carrying value of property plant



Other Assets - Major Infrastructural Investment

	Opening Balance 1/07/2006	Additions Under Construction	Closing Balance 30/06/2007	Accumulated Depreciation	Deposits	Closing Balance 30/06/2007	CARRYING VALUE	BUDGET ADDITIONS 2007
Land and Buildings								
Land	44 845 181	105 511	44 950 692	2 010 176	276	42 937 857	42 937 857	35 475 540
Buildings	72 956 660	13 855 081	56 238 745	23 238 666	1 750 077	21 906 344	65 829 621	55 475 540
117 740 049	13 866 061	0	56 232 477	23 232 977	1 666 969	23 914 361	103 518 522	20 570 540
INFRASTRUCTURE								
Electricity network	15 409 770	38 555 041	15 004 853	4 342 048	7 059 015	24 335 000	36 888 761	37 769 400
Drainage and stormwater	136 111 656	21 011 484	126 118 190	12 027 210	11 504 210	52 101 448	10 811 722	64 761 251
Water networks	75 116 658	17 163 134	86 868 800	20 610 563	3 713 363	33 872 948	14 368 616	25 389 767
Emergency services	115 385 622	64 168 259	106 564 151	20 675 488	3 984 001	40 956 001	10 125 001	10 125 001
Seal works	6 774 037	201 359	7 789 944	239 405	2 118 404	4 693 001	670 000	670 000
Training	1 231 146	4 149 596	5 277 731	36 547	36 547	4 369 001	4 473 316	4 473 316
Security systems	5 000 000	738 477	3 716	2 017 030	2 017 030	2 968 666	1 331 041	1 331 041
479 128 868	119 200 380	0	3 716 567	222 100	146 267 560	27 162	172 414 853	27 162 000
COMMUNITY ASSETS								
Buildings	31 833 136	15 264 273	51 033 324	16 412 190	1 029 038	31 121	16 410 307	31 883 136
Fixtures and Furniture	14 054 017	61 547	14 510 500	4 326 016	97 061	4 102 751	4 407 141	10 000 000
55 387 253	15 440 814	0	653 524	64 894 443	19 738 078	1 856 100	31 121	47 291 385
HERITAGE ASSETS								
Buildings	343 638	343 638	64 728	64 728	64 728	180 114	0	0
Museums	244 483	244 483	713 407	713 407	713 407	346 963	0	0
Natural heritage	360 207	341 120	19 531	19 531	19 531	173 407	173 407	173 407
National parks	10 351	10 351	1 409 736	1 409 736	1 409 736	1 930 000	0	0
Forests	1 423 416	147 120	0	0	0	1 410 736	0	1 410 736
161 766 716	11 959 024	0	1 470 635	64 728	0	84 728	1 468 811	171 766
OTHER ASSETS								
Office Equipment	10 034 610	3 600 047	308 576	71 318 072	7 888 003	1 310 108	243 687	10 342 144
Furniture	26 204 525	16 170	268 611	26 606 512	24 624 441	4 610 006	270 111	26 808 803
Containers	3 380 381	120 882	1 120 633	3 372 718	3 372 718	0	3 372 718	3 383 381
Emergency equipment	670 014	0 245	1 674 037	260 327	1 731 013	1 400 000	1 400 000	1 400 000
Vehicles	36 300 974	3 300 974	36 000 781	25 300 184	1 729 271	26 602 382	3 360 401	2 513 000
Plant & equipment	16 300 732	3 175 259	16 300 732	2 417	2 417	2 917	4 459	0
161 766 716	11 959 024	0	2 571 646	190 766 683	13 517 259	13 186 910	2 953 731	146 809 597
INVESTMENT PROPERTIES								
Farms	7 367 900	2 367 900	0	0	0	2 367 900	0	0
Office park	31 038	31 038	71 000	71 000	0	71 000	0	0
Buildings	4 292 366	0	0	0	0	0	2 005 340	20 000
TOTAL	824 357 014	100 292 389	0	6 050 000	303 400 601	225 286 865	44 073 207	3 864 000
								317 684 217



CITY OF MATLOSANA SEGMENTAL ANALYSIS OF PROPERTY, PLANT AND EQUIPMENT
FOR THE YEAR ENDED 30 JUNE 2007

	Cost/Revaluation				Accumulated Depreciation				Carrying Value
	Opening Balance	Additions	Disposals	Closing Balance	Opening Balance	Additions	Disposals	Closing Balance	
Public Safety	38 245 010	2 475 591	\$17 687	37 302 934	17 310 112	2 148 221	794 102	18 664 311	19 238 623
Health Services	6 700 021	37 069	21 495	6 723 616	5 125 587	102 615	21 495	6 206 607	1 517 008
Community Services	112 320 018	17 103 307	1 203 782	128 279 542	54 915 553	3 788 476	299 020	58 405 109	69 474 434
Housing Services	5 340 400	2 142 704	147 216	7 435 888	2 067 970	527 974	43 171	2 552 786	5 283 122
Council General Expenses	4 402 244	966 265	0	5 758 509	1 631 716	446 610	0	2 071 395	3 690 113
City Civil Engineer	390 182 384	116 293 128	8 894 226	505 561 184	131 594 627	23 149 080	605 822	154 837 895	360 713 299
City Electrical Engineer	190 600 165	24 005 783	669 269	214 016 629	76 943 629	9 344 732	617 606	95 670 656	128 345 974
Corporate Services	37 338 662	1 128 529	1 901 495	36 483 996	18 998 600	1 673 451	1 650 192	19 026 759	17 467 237
Financial Services	18 786 656	1 002 698	310 666	19 474 697	8 208 120	1 362 276	202 561	9 867 245	9 606 852
Audit	263 500	0	233 500	0	49 334	45 227	94 565	0	0
Market	22 388 755	2 951 045	85 214	25 274 597	8 004 382	1 113 138	54 599	9 057 302	16 176 655
Local Economic Dev & Procurement	1 282 240	816 819	2 140	2 107 019	376 961	242 818	2 140	617 638	1 459 381
Total	R24 837 094	166 971 267	14 399 759	909 400 601	325 226 655	45 154 517	4 385 269	366 025 904	R22 302 698



MAYOR & COUNCIL

APPENDIX D
CITY OF MATLOSANA SEGMENTAL STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 30 JUNE 2007

	2006		2006		2007		2007	
	Actual	Expenditure	R	R	Actual	Expenditure	R	R
	Income	(Deficit)			Income	(Deficit)		
14 432 231	34 499 231	(20 067 000)	Public Safety	13 981 609	36 511 006	(22 550 297)		
10 891 971	13 382 194	(2 490 223)	Health Services	10 090 502	12 798 075	(2 707 573)		
88 398 737	93 273 282	(24 934 545)	Community Services	81 788 968	102 775 233	(20 986 265)		
2 670 993	4 999 338	(2 328 345)	Housing Services	3 785 381	5 560 328	(1 774 947)		
4 054 338	85 167 545	(61 113 209)	Council General Expenses	11 447 154	72 413 287	(60 966 113)		
237 212 572	201 231 817	35 980 754	City Civil Engineer	262 981 486	222 344 207	40 637 278		
188 186 125	160 942 877	27 243 247	City Electrical Engineer	213 820 789	181 435 772	32 385 017		
1 800 136	14 444 252	(12 644 116)	Corporate Services	3 103 406	15 220 768	(12 117 360)		
188 185 646	42 575 881	155 589 785	Financial Services	230 308 425	42 918 343	187 392 082		
0	569 251	(569 251)	Abattoir	248 345	201 210	47 136		
12 257 284	11 481 981	775 303	Market	12 160 184	10 802 033	1 358 151		
951 488	4 743 885	(3 792 177)	Local Economic Dev & Procurement	2 147 761	7 238 706	(5 088 945)		
738 981 518	647 311 295	91 850 222	Sub-Total	845 844 007	710 215 845	135 628 162		
7 386 301	7 389 301	0	Less Inter-Departmental Charges	6 296 042	6 296 042	0		
731 572 217	639 921 994	91 650 222	Total	839 547 964	703 919 802	135 628 162		
			Add: Share of Associate					
							135 628 162	



CITY OF MATOSANA ACTUAL EXPENDITURE BY REVENUE AND EXPENSE
 APPENDIX E(1)
 FOR THE E&P ENDED 30 JUNE 2007

REVENUE	2007 Actual	2007 Original Budget	2007 Adjustment Budget	2007 Variance %	Explanation of Significant Variances greater than 10% versus Budget
Property rates:					
Service charges	102 563 488	88 107 180	89 512 080	3 041 386	3.0%
Market rates	381 292 142	364 850 370	366 815 710	24 416 432	6.6%
Administration Fees	9 446 077	10 200 750	9 988 230	-47 847	-0.5%
Rental of facilities and equipment	8 160 648	8 797 900	8 184 770	(35 121)	-0.4%
Interest-earned - external investments	7 767 236	6 741 426	6 900 620	966 616	12.5%
Interest-earned - outstanding debtors	18 115 330	8 822 745	8 921 745	9 193 594	103.0%
Fines	32 001 552	31 438 010	31 483 620	507 832	1.6%
Licences and permits					
Government grants and subsidies	3 305 839	8 308 310	4 737 330	(1 431 491)	-30.7%
Other income	148 119	9 161 510	3 187 510	291 609	9.2%
Gains on disposal of property, plant and equipment	248 457 654	125 093 195	130 328 450	106 080 404	81.3%
	28 191 891	48 724 220	77 532 034	(51 341 343)	-86.2%
Total Revenue	839 545 733	710 383 605	747 283 099	92 262 634	12.3%
EXPENDITURE					
Employee related costs					
Remuneration of Councillors	208 210 619	230 851 880	224 107 451	(17 896 832)	-7.3%
Bad debts	10 812 893	11 674 040	10 981 850	(180 157)	-1.5%
Collection costs	72 034 070	72 034 070	72 034 070	0	0.0%
Depreciation	5 853 633	3 635 580	6 105 514	(461 881)	-7.4%
Repairs and maintenance	44 573 267	40 109 815	42 468 000	2 107 257	4.9%
Interest on external borrowings	29 263 268	32 261 511	38 684 752	(8 921 484)	-18.8%
Bulk purchases	18 933 732	27 592 610	19 243 660	(309 927)	+1.6%
Contracted services	160 876 495	171 826 840	161 016 490	(140 015)	-0.8%
General expenses - other	4 721 126	4 520 860	5 013 320	(292 194)	-5.8%
Loss on disposal of property, plant and equipment	130 340 819	132 158 424	171 570 927	(41 230 009)	-24.0%
Total Expenditure	703 919 802	725 674 110	769 224 034	(65 304 232)	-8.4%
NET SURPLUS/(DEFICIT) FOR THE YEAR	135 626 931	(16 280 606)	(21 940 935)	157 568 866	-7.1%



MAYOR OF M.P.D.

**APPENDIX I
CITY OF MATLOSANA ACTUAL VERSUS BUDGET VACATION OF PROPERTY, PLANT AND EQUIPMENT
FOR THE PERIOD ENDING 30 JUNE 2007**

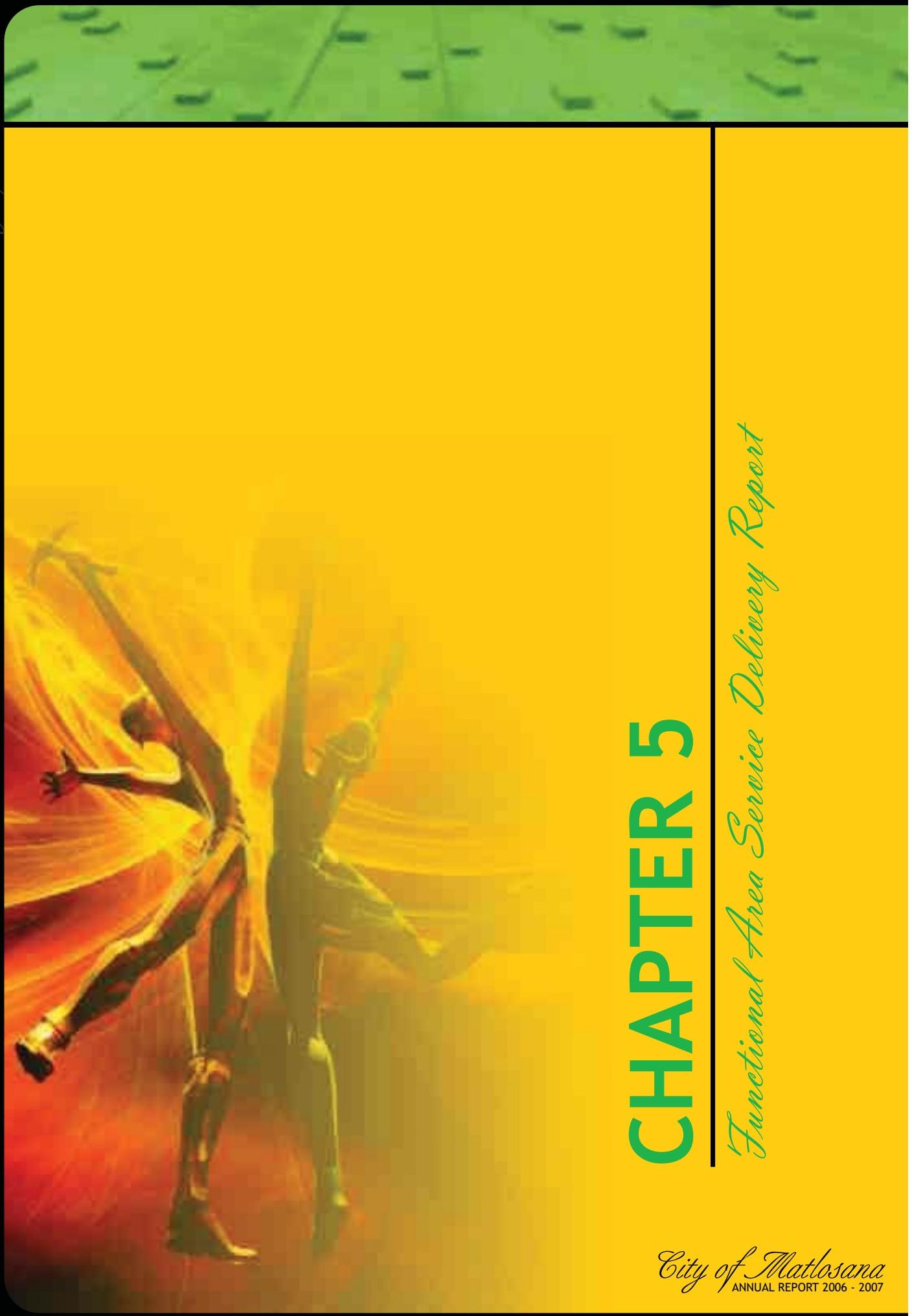
	2007 Actual	2007 Under Construction	2007 Total Additions	2007 Budget	2007 Variance	2007 Variances	Explanation of significant Variances greater than 5% versus Budget
Land and Buildings	R	R	R	R	R	%	
Land	0		0	100 000	(100 000)	100	
Buildings	13 685 061		13 685 061	20 479 540	6 814 479	33	
	13 685 061	0	13 685 061	20 479 540	6 814 479	33	
INFRASTRUCTURE							
Electricity networks	20 595 047		20 595 047	1 268 400	(12 326 647)	(1 882)	Grants in the form of assets received from Eskom for which no budget was provided.
Roads and stormwater	21 071 484		21 071 484	54 751 351	33 680 867	62	
Water networks	17 802 134		17 802 134	25 359 767	7 558 633	29	
Sewerage networks	54 568 229		54 568 229	101 265 831	46 697 402	70	
Side-walks	297 083		297 083	820 000	(522 917)	58	
Taxiways	4 046 586		4 046 586	4 473 310	(427 724)	10	
Security systems	738 477		738 477	1 031 040	(292 563)	48	
	118 200 350	0	118 200 350	275 698 000	156 497 650	57	
COMMUNITY ASSETS							
Buildings	10 394 272		10 394 272	4 070 381	(11 293 891)	(1 277)	Grants in the form of assets received from Southern District Council for which no budget was provided.
Parks and Recreation	88 542		88 542	1 390 000	1 319 458	93	
	10 442 814	0	10 442 814	5 370 381	(10 070 432)	(188)	
HERITAGE ASSETS							
Museums	0		0	0	0	0	
Statues	0		0	0	0	0	
Historical buildings	147 120		147 120	170 280	(23 160)	13	
Historical sites	0		0	0	0	0	
Paintings	0		0	0	0	0	
Sculptures	0		0	1 500	1 500	0	
	147 120	0	147 120	171 760	24 640	14	
OTHER ASSETS							
Office Equipment	3 680 047		3 680 047	4 218 823	538 776	13	
Furniture	661 707		661 707	940 377	278 670	31	
Containers	628 682		628 682	605 000	23 682	1	
Emergency equipment	81 351		81 351	90 000	8 649	10	
Vehicles	3 380 979		3 380 979	5 513 000	2 132 021	38	
Aircraft	0		0	0	0	0	
Plant & equipment	3 179 288		3 179 288	4 430 141	1 254 853	28	
	11 699 024	0	11 699 024	15 034 441	4 335 417	27	
INVESTMENT PROPERTIES							
Farms	0		0	0	0	0	
Office parks	0		0	0	0	0	
Housing	0		0	20 000	20 000	0	
	0	0	0	20 000	20 000	0	
TOTAL	160 252 368	0	160 252 368	317 684 127	157 331 758	43	



CHARTER OF LOCAL GOVERNMENT GRANTS AND SERVICES | 41 | YEAR OF LICENSURE OR GRANT AGREEMENTS | JUNE 30

Name of Grant	Name of state or municipal entity	Quarterly Receipts						Quarterly Expenditure						Reason for delay/inhibition	Did your municipality comply with the grant conditions in terms of grant framework in the state/Division of Revenue Act
		Sep	Oct	Nov	Dec	March	June	Sep	Oct	Nov	Dec	March	June		
Local Economic Dev & Procurement															Yes.
Taxes, Royalties & U.															Yes.
Taxes, Royalties & U.															Yes.
Provincial LED Projects															Yes.
Provincial LED Projects															Yes.
Provincial LED Projects															Yes.
Provincial LED Projects															Yes.
Provincial LED Projects															Yes.
Provincial LED Projects															Yes.
Provincial LED Projects															Yes.
Municipal Infrastructure Grant		0	0	0	0	0	0	82 610	49 511	41 630	229 248				Yes.
Government Grant (Health)	0 500 000	50 000 000	22 000 000	5 134 000	4 020 446	35 923 179	16 910 181	11 102 303	10 000	9 627 237	8 888 661				Yes.
District Municipality								408 719	980 119	1 024 237	1 000 661				Yes.
Provincial Health Authority								8 940 972	2 458 034	2 355 184	2 331 212	2 777 810			Yes.
Government Grant								718 331	177 828	108 403	602 261				Yes.
Development Bank of South Africa															Yes.
Financial Services															Yes.
Health Services															Yes.
Financial Management Grant															Yes.
Financial Services															Yes.
Minimum Government Grants Sports, Arts and Culture															Yes.
Fire Brigade Vehicle Maintenance District Municipality															Yes.
Environmental Monitoring Project District Municipality	1 000 000	102 000	954 000	1 000 000	1 000 000	1 000 000	1 000 000	1 000 000	1 000 000	1 000 000	1 000 000	1 000 000	1 000 000		Yes.
Water Use Right Project District Municipality															Yes.
Ground Water Well															Yes.
Electric Infrastructure Grant															Yes.
Provincial Infrastructure Grant															Yes.
	£ 339 500	20 353 200	20 473 388	20 473 411	21 906 634	21 914 373	21 916 318	24 702 888	0	0	0	0	0	0	0





CHAPTER 5

Functional Area Service Delivery Report

Functional Area Service Delivery Report

GENERAL INFORMATION Executive & Council

OVERVIEW

The municipal area is characterized by the scattered four urbanized areas and still functioning as separate entities on micro level. The residential areas of the mines and Dominionville are dependent on the urbanized areas for commercial support.

<u>General Information</u>	<u>Total</u>
1. Geography ➤ Geographical Area	3 562km ²
2. Demography ➤ High above sea level	Between 1 300m and 1 600m
3. Population ➤ Urban	522 596
➤ Villages	2 775
➤ Farm land	22 882
Total	548 253
4. Population per gender ➤ Male (49,6%)	271 934
➤ Female (50,4%)	276 319
5. Number of households ➤ Urban	117 892
➤ Village	307
Total	118 199
6. Indigent population (Registered)	36 279
7. Total number of voters	174 032
8. Age Breakdown of population ➤ 65 years and over	21 930
➤ Between 18 and 64 years	361 847
➤ 18 years and under	164 476
9. Household income per month ➤ Less than R1 100	36 279

(Source: North West Spatial Development Framework and Zoning Plan, Vol 2. Statistics SA)



POLITICAL OFFICES

VISION

To establish and maintain a structure that will, operate within the ambit of legislation governing local government and good governance and provide good administration, timeous and effective execution of tasks as well as providing an environment conducive for public participation.

MISSION

To ensure good administration and support to the political incumbent in the office, as well as all councillors within the budgetary constraints.

OPERATING STRUCTURE

The Executive and Council are divided into the following two political offices:

- Office of the Executive Mayor
- Office of the Speaker
- Office of the Chief Whip

SERVICE DELIVERY

OFFICE OF THE EXECUTIVE MAYOR

Overview

The Executive Mayor's role is to preside at meetings of the Mayoral Committee and to perform the duties, including ceremonial functions, and exercises the powers delegated to the Executive Mayor, by the Municipal Council, as set out in chapter 4 of the Local Government: Municipal Structures Act, 1998. The Executive Mayor is assisted, in terms of the Local Government, Municipal Structures Act, 1998, by the 8 members of the Mayoral Committee, each of whom has a different port folio committee. The Executive Mayor is further assisted by 4 Chief Whips of the different parties and 1 Council Whip.

Description of the Activity

- To preside at meetings of the Mayoral Committee
- To perform the necessary duties, including any ceremonial functions
- Exercises the powers delegated to the Executive Mayor, by the Municipal Council, as set out in Chapter 4 of the Local Government: Municipal Structures Act, 1998

Strategic objectives

- Advance the process of Local Government transformation
- Identify the needs of the municipality
- Review and evaluate those needs in order of priority
- Develop strategic programmes and services
- Address priority needs through the Integrated Development Plan
- Estimate revenue and expenditure
- Taking into account any applicable national and provincial development plans and determine in the best way, including partnerships and other approaches
- Deliver those programmes and services to the maximum benefit of the community

Key issues for 2007/2008

- The interface between EXCO and Council to align administrative and political priorities of Council managed
- Strategic development of the Office of the Mayor
- Effective communication with stakeholders
- Effective Council administration



Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with administrative functions:		
- Manager	1	
- Professionals	4	
- Office (clerical, administrative)	7	
- Non professional	2	
- Non skilled	2	
Total employees and salary package	16	R3,008,983.07
Total General Expenditure		R13,896,950.21

Statistical Information

DETAIL	2004/05	2005/06	2006/07
Mayoral Committee meetings	9	15	12
Special Mayoral Committee meetings	8	6	7
Caucuses	12	16	7

ACTUAL PERFORMANCE ACHIEVED BY THE SECTION MEASURED AGAINST THE SET TARGETS FOR 2006-2007

Key Performance Objective	Key Performance indicator	Annual Target	Target Achieved 2006/2007
Comply with responsibility of Mayors as promulgated Chapter 7 of MFMA by June 2007	General political guidance over fiscal and financial affairs and oversee the budget process, budgetary control and reporting to Council	100%	100%
Ensure public communication to encourage participation by June 2007	3 Mayoral outreach programmes conducted	3	3
Ensure Democratic Governance by June 2007	Report to the community and the Council through community meetings, land meetings, Mayor Committee meetings and Council Meetings	100%	100%
Ensure capacity building and skills development by June 2007	100% Scholarship funds allocated	100%	100%
Ensure fund raising for Mayor special projects by June 2007	4 Fund raising events arranged	4	(i) 0
Identify and adopt policies to comply with current legislation by June 2007	Policies identified and adopted	3	(ii) 0
Ensure communication channel with community by June 2007	8 Imbizo's held to ensure communicating with community	8	8
Ensure good governance by attending MayCo meetings by June 2007	11 MayCo meetings attended	11	11



Ensure good governance by attending Special MayCo meetings by June 2007	8 Special MayCo meetings attended	8	8
Ensure 2010 World Cup committee meetings by June 2007	2010 World Cup committees meeting held	6	0 (iii)
Ensure implementation of Council resolutions by June 2007	100% of Council resolutions implemented	100%	0% (iv)
Ensure the writing of speeches by June 2007	24 Speeches written for Executive Mayor	24	0 (iv)

NUMBER	REASON	CORRECTIVE ACTION	
(i)	Not in the programme	Ensure proper planning	
(ii)	Competency of Corporate Services	Ensure proper planning	
(iii)	Competency of Economic Affairs	Ensure proper planning	
(iv)	Ongoing	Ensure proper planning	
(v)	Competency of Community Services	Ensure proper planning	

REASONS AND CORRECTIVE ACTION

Host Executive Mayor's achievers events by June 2007	Achievers event hosted	1	0 (i)
Executive Mayor's moral regenerations by June 2007	2 Workshops arranged	2	1 (iv)
Ensure stakeholder meetings by June 2007	9 Stakeholder meetings arranged	9	9 (iv)
Ensure hosting of annual Air show by June 2007	1 Annual Air show attended	1	0 (v)



OFFICE OF THE SPEAKER

Overview

The Speaker's role is to preside and maintain order during Council meetings, ensure that Council meets regularly and ensure compliance with the Code of Conduct for Councillors, as set out Schedule 5 to the Local Government: Municipal Structures Act, 1998.

The Office of the Speaker also arranges Ward meetings and Ward Committee meetings. It is also responsible for training of Councillors and Ward Committee members. Receive and evaluate reports on conduct of Councillors.

Description of the Activity

- Secretarial duties to the Speaker
- Professional aide to the Speaker
- Administrative and support services to councillors
- Financial management and budgetary control
- Overall management of the Office of the Speaker
- Administrative support to ward committees
- Training and capacity building for councillors
- Training of ward committees
- Monitor compliance of councillors to the Code of Conduct.
- Implementation of the public participation programs

Strategic objectives

- To provide the best administrative support to the Speaker and all councillors.
- To ensure a positive and professional co-ordination and co-operation with the public
- Enhance efficiency of the Speaker's office and council.
- To ensure customer satisfaction at all time.
- To ensure best financial management and budgetary control.

Key issues for 2007/2008

- Strengthen the interaction with residents, communities and customers
- Customer Care Plan developed for the implementation of customer care centres
- Communication and feedback plan developed for conducting opinion surveys and sourcing IDP Feedback Information to determine Needs & Priorities
- Community Development Plan developed
- The interface between EXCO and Council to align administrative and political priorities of Council managed
- % Attendance of council meetings
- Master Plan developed for communication

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with administrative functions: - Manager - Professionals - Office (clerical, administrative) - Non-skilled	1 2 7 2	
Total employees and salary package	12	R1,937,003.49
Total General Expenditure		R2,759,949.80



Statistical Information

DETAIL	2004/05	2005/06	2006/07
Council meetings	Monthly	Monthly	11
Special Council meetings	Monthly	Monthly	11
Caucuses	16	12	11
Rules committee	3	5	4
Ward committee / Mass meetings	30	271	315
Imbizo	8	29	5

DETAIL	TOTAL
Councillor detail	61
Ward detail	31

ACTUAL PERFORMANCE ACHIEVED BY THE SECTION MEASURED AGAINST THE SET TARGETS FOR 2006-2007

Key Performance Objective	Key Performance indicator	Annual Target	Target Achieved 2006/2007
Ensure the presiding of Council meetings by June 2007	11 Council meetings presided	11	11
Ensure Ward Committee and Mass meetings by June 2007	330 Ward Committee and Mass meetings held	330	(i) 315
Ensure sanctions for non-attendance of meetings by Councillors by June 2007	No impositions of fines or the removal of Councillors for non-attendance of meetings	0	0
Ensure Imbizo's are arranged for community participation by June 2007	8 Imbizo's arranged	8	(ii) 5
Ensure Whips meetings are arranged by June 2007	4 Whips meetings arranged	4	4
Ensure Rules meetings are arranged	4 Rules meetings arranged	4	4
Ensure capacity building of Councillors by June 2007	60 Councillors trained	60	60
Ensure training of Ward Committee by June 2007	300 Ward Committees trained	300	300
Ensure training sessions per ward by June 2007	4 Training sessions conducted per ward	4	(iii) 3

REASONS AND CORRECTIVE ACTION

NUMBER	REASON	CORRECTIVE ACTION
(i)	In December there were no meetings held	Proper planning in future
(ii)	Due to Jouberton disaster, all meetings postponed	None
(iii)	Due to councillor's recess during December, training could not be conducted	Proper planning in future



OFFICE OF THE CHIEF WHIP

Overview

The Single Whip has to provide effective, transparent, accountable and coherent corporate governance and conduct effective oversight of the affairs of councillors irrespective of political party affiliation.

Description of the Activity

- Organize public / community awareness campaigns in consultation with the Speaker's office
- Ensure that councillors comply with all applicable legislation and Code of Conduct applicable to local government
- Attend committee meetings i.e. Whips Forum, Advisory Committees of Council and Rules Committee, including section 80 committees
- Co-ordinate the debates between external parties such as businesses, pressure groups and internal parties

Strategic objectives

- Revival of adequacy of political processes used in Council
- Attending to significant disagreement between Council and external parties
- Organizing of political debates for Council
- Promoting integration of social, political and institutional aspect of Councillors
- Attending ceremonial functions as delegated

Key issues for 2007/2008

- Promotion of moral regeneration
- Create a sound relation between political parties
- Participation in IDP & Budget Implementation programmes
- Ensuring broad community participation

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with administrative functions: - Manager - Professionals - Office (clerical, administrative)	1 1 1	
Total employees and salary package	3	R261,591.16
Total General Expenditure		R443,951.82

Statistical Information

DETAIL	2004/05	2005/06	2006/07
Party Caucus meeting	-	-	13
Special Party Caucus meeting	-	-	9
Caucus Political Management Committee meeting	-	-	8
Special Caucus Political Management Committee meeting	-	-	2
Whip meeting	-	-	3
Whippery	-	-	4
Governance Forum	-	-	1
Awareness Campaign / Imbizo's	-	-	13



ACTUAL PERFORMANCE ACHIEVED BY THE SECTION MEASURED AGAINST THE SET TARGETS FOR 2006-2007

Key Performance Objective	Key Performance indicator	Annual Target	Target Achieved 2006/2007
Ensure sanctions for non-attendance of meetings by Councillors by June 2007	No impositions of fines or the removal of Councillors for non-attendance of meetings	0	0
Ensure Whips meetings are arranged by June 2007	4 Whips meetings arranged	4	4



OFFICE OF THE MUNICIPAL MANAGER



OFFICE OF THE Municipal Manager

SUPPORT SERVICES UNIT

PERFORMANCE MANAGEMENT

Overview

The PMS is the central management tool which assist the Council to improve service delivery by channelling the efforts of its departments and employees to meet performance targets and in so doing ensure that the municipality achieves its strategic objectives.

It is a strategic approach to management, which equips leaders, managers, employees and stakeholders at different levels with a set of tool and techniques to regularly plan, continuously monitor periodically measure and review performance of the organisation in terms of indicators and targets for efficiency, effectiveness and impact. This system will therefore ensure that all leaders, managers and individuals in. The municipality are held accountable for their actions, which should bring about improved service delivery and value for money.

Description of the activity

The Municipal Systems Act 2000 (Act 32 of 2000) prescribed that a municipality must ensure the following:

- Establish a Performance Management System
- Develop a Performance Management System
- Establish mechanisms to monitor and review its Performance Management System by:
 - Set appropriate key performance indicators;
 - Set measurable performance targets;
 - Institute a monitoring process to monitor the above;
 - Institute a process to measure and review performance;
 - A process of regular reporting
- Follow appropriate mechanisms, processes and procedures to involve the local community in the development, implementation and review of the municipality's performance management system and, in particular, allow the community to participate in the setting of appropriate key performance indicators and performance targets.
- Report on general key performance indicators;
- Make known, to the general public, the key performance indicators and performance targets;
- Audited the results of performance measurements;
- Prepare a performance report reflecting for each financial year:
 - The municipality's, and any service provider's performance during that financial year;
 - The development and service delivery priorities and the performance targets set by the municipality for the following financial year;
 - Measures that were or are to be taken to improve performance.

Strategic objectives

The following strategic objectives should be adhered to throughout the performance management process:

- Ensure measurement of the organisational performance
- Meet strategic development requirements
- Integrate organisational performance management into the management processes
- Ensure that strategic objectives of the organisation are cascaded down and linked to performance plans of teams
- Address input, output and outcome measures
- Cater for sustainable and continuous service improvement
- Have a strong customer and community involvement facilitated through existing IDP processes
- Identify what is needed for an information management system
- Be simple and easy to apply
- Ensure internal capacity building and skills development and be linked to the Municipal Capacity Building Programme
- Facilitate change management



- Provided a basis for a link between organisational performance and individual performance
- Provide a framework for auditing performance
- Allow for benchmarking
- Allow for systematic and phased or incremental implementation
- Allow for the recognition and reward of high performing teams or organisations through the creation of an award scheme

Key issues for 2007/2008

- Develop a Performance Management System capable of measuring the contribution of people in managerial positions
- Quarterly Service Delivery and Budget Implementation Plan report submitted to the council
- Coordinate Participation in the Vuna & Cleanest City Award Programs
- Restructuring of the organogram and approval by Council
- Report on the restructuring of supply chain management submitted to the office of the Municipal Manager

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with performance management functions: ➤ Professionals ➤ Office (clerical, administrative)	2 1	
Total employees and salary package	3	R677,148.28
Total General Expenditure		R857,662.49

Statistical Information

DETAIL	2004/05	2005/06	2006/07
Monitor and Review of the Service Delivery & Budget Implementation Plan (SDBIP)	Monthly monitoring of service delivery targets 100%	Monthly monitoring of service delivery targets 100%	Monthly monitoring of service delivery targets 100%
Annual Report	Annual report and Oversight report approved by Council 100%	Annual report and Oversight report approved by Council 100%	Annual report and Oversight report approved by Council 100%
Service Delivery & Budget Implementation Plan Drafting and Approval	Executive Mayor approved 2005/2006 SDBIP 100%	Executive Mayor approved 2006/2007 SDBIP 100%	Executive Mayor approved 2007/2008 SDBIP 100%
Mid Year Assessment Report 2006/2007	Monthly budget control approved by Council	Monthly budget control approved by Council	Monthly budget control approved by Council
Management Information and Action Tacking System	-	-	Server and software for the computerized Management information and Action Tracking System delivered and installed 100%
Performance Agreements (2007/2008)	2005/2006 Performance Agreements approved by Executive Mayor and Municipal Manager 100%	2006/2007 Performance Agreements approved by Executive Mayor and Municipal Manager 100%	2007/2008 Performance Agreements approved by Executive Mayor and Municipal Manager 100%
Performance Management System framework review			Draft completed



ACTUAL PERFORMANCE ACHIEVED BY THE DEPARTMENT MEASURED AGAINST THE SET TARGETS FOR 2006-2007

Key Performance Objective	Key Performance indicator	Annual Target	Target Achieved 2006/2007
Oversee planning and reporting of Municipal performance by January 2007	Annual report submitted	100%	100%
Ensure compliance structures with structures Act and MFMA by March 2007	Performance agreements compiled and signed	100%	100%
Ensure annual assessment of performance of Section 57 employees by June 2007	Individual performance assessed	100%	(i) 50%
Ensure compliance with Circular 13 National Treasury by June 2007	SDBIP compiled and include in budget	100%	100%
Ensure Senior Managers meet their objectives by June 2007	Monthly and quarterly monitoring executed	100%	100%
Ensure a strategic plan for council by June 2007	100% Drafted strategy plan for Council	100%	100%
Ensure development and setting of targets on National KPI'S by June 2007	Targets developed and met National KPI'S	100%	100%
Ensure that all the planning and reporting of the performance of the Municipality conforms to the requirements of the Municipal Systems Act	Evidence to be provided that all legislation requirements have been adhered to	100%	100%

REASONS AND CORRECTIVE ACTION

NUMBER	REASON	CORRECTIVE ACTION
(i)	Directors appointed January 2007	Assessment 2006/2007 to be completed by December 2007



SUPPLY CHAIN MANAGEMENT

Overview

To execute procurement in a transparent and equitable manner favouring the local economy and redressing historical imbalances.

Description of the activity

- Tenders and contracts: the conclusion of contracts through the tender process.
- Ensure compliance with all existing and new legislation.
- Control, co-ordination and execution of procurement.
- Review and update all Supply Chain Management policies and procedures.
- Compiling a database of all suppliers of products and services.
- Facilitate financial assistance to SMME's.
- Provide training in procurement procedures to entrepreneurs.
- Ensure compliance with all existing and new legislation.

Strategic objectives

- Increase tenders to be awarded to women, youth and disabled persons
- Facilitate the identification and certification of businesses from designated sectors of society
- Making procurement readily available to designated businesses
- Increase the rand value of procurement spent towards the designated businesses
- Skills development and training courses
- Workshops to comply with legislation

Key issues for 2007/2008

- Effective administrative and institutional systems, structures and procedures
- Sustainable community investment programmes introduced and implemented
- Conclusion of tender contracts within 8 weeks
- Arrange tendering and supplier development workshops
- Ensure that 50% of tenders are awarded to HDI

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with supply chain management functions: ➤ Professionals ➤ Office (clerical, administrative)	1 1	
Total employees and salary package	2	R690,270.32
Total General Expenditure		R681,113.73

Statistical Information

DETAIL	2004/05	2005/06	2005/06
Number of Procurement Committee Meetings	23	28	17
Supply Chain Workshop	8	19	6
Tenders considered	74	111	75
Number of Tenders approved	74	107	70
Tendering workshops	4	11	10
Time taken to approved tenders	10	8	8



ACTUAL PERFORMANCE ACHIEVED BY THE DEPARTMENT MEASURED AGAINST THE SET TARGETS FOR 2006-2007

Key Performance Objective	Key Performance Indicator	Annual Target	Target Achieved 2006/2007
Ensure an effective supply chain management service by June 2007	Conclusion of a contract within 8 weeks	8	8
Ensure capacity building on procurement service by June 2007	4 Tendering workshops arranged	4	4
Ensure proper awarding of tenders to HDI companies by June 2007	50% of tenders awarded to HDI	50%	82,33%
Create capacity and opportunity by June 2007	4 Supplier development workshops arranged	4	4
Ensure compliance with legislation by June 2007	Review annually policies and procedures	3	(i) 1
Ensure publication of an annual overview by June 2007	Overview report published	1	1
Ensure publication of quarterly SCM	Quarterly report submitted to Executive Mayor on SCM	4	4

REASONS AND CORRECTIVE ACTION

NUMBER	REASON	CORRECTIVE ACTION
(i)	3 x Workshops arranged, but postponed by Councillors	Matter to be investigated



INTERNAL AUDIT UNIT

Overview

Internal Auditing is an independent appraised function established within the Municipality to examine and evaluate the Municipalities activities.

The role of Internal Audit is that of a service to management. As a management service, the function has to be recognised as an integral part of the management structure and part of the fabric of trust.

Description of the activity

The purpose of internal auditing is to provide independent, objective assurance and consulting services designed to add value and improve the organization's operations. It helps the organization accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes. The Internal Audit Activity (IAA) intends to function in a manner that ensures that:

- Risks are appropriately identified and managed
- Significant financial, managerial, and operating information is accurate, reliable, and timely
- Employees' actions are in compliance with policies, standards, procedures, and applicable laws and regulations
- Resources are acquired economically, used efficiently, and adequately protected;
- Programs, plans, and objectives are achieved
- Significant legislative or regulatory issues impacting the organisation are recognized and addressed appropriately.

Opportunities for improving management control, operations, and the organisation's image may be identified during audits. The IAA shall communicate identified opportunities and risks to the appropriate levels of management.

Strategic Objectives

The primary objective of Internal Audit is to assist the Accounting Officer and the Audit Committee in the effective discharge of their responsibilities; Internal audit will provide them with independent analysis, appraisals, recommendations, counsel and information concerning the activities reviewed, with a view to improving accountability and performance.

The mission of the IAA is to provide the organization with a value added internal audit function by assisting management in controlling risk, monitoring compliance, corporate governance and improving efficiency and effectiveness of the internal control system.

Internal Audit follows an integrated approach, which places emphasis on the identification of risks, the prioritising thereof and testing of controls over key risk areas. The integrated audit approach combines two types of audit engagements, i.e. assurance and consulting services.

The scope of the audits includes the examination and evaluation of the adequacy and effectiveness of the organisation's system of internal control and the quality of performance in carrying out assigned responsibilities. The scope includes the following:

- Review the reliability and integrity of financial information and the means to identify measure, classify and report such information
- Review the systems established to ensure compliance with those policies, plans, procedures, laws and regulations which could have a significant impact on operations and reports
- Review the means of safeguarding assets and where appropriate, verify the existence of such assets
- Review operations or programmes to ascertain whether or not results are consistent with established objectives and goals and whether or not the operations are being carried our as planned
- Communicate the results of work performed to management



Key issues for 2007/2008

- Unqualified audit report achieved and maintained
- Financial and performance audit committee established and functional
- Detailed audits on all quarterly performance reports presented to Council

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with supply chain management functions: ➤ Professionals ➤ Office (clerical, administrative)	2 3	
Total employees and salary package	5	R931,242.60
Total General Expenditure		R1,066,481.36

Statistical Information

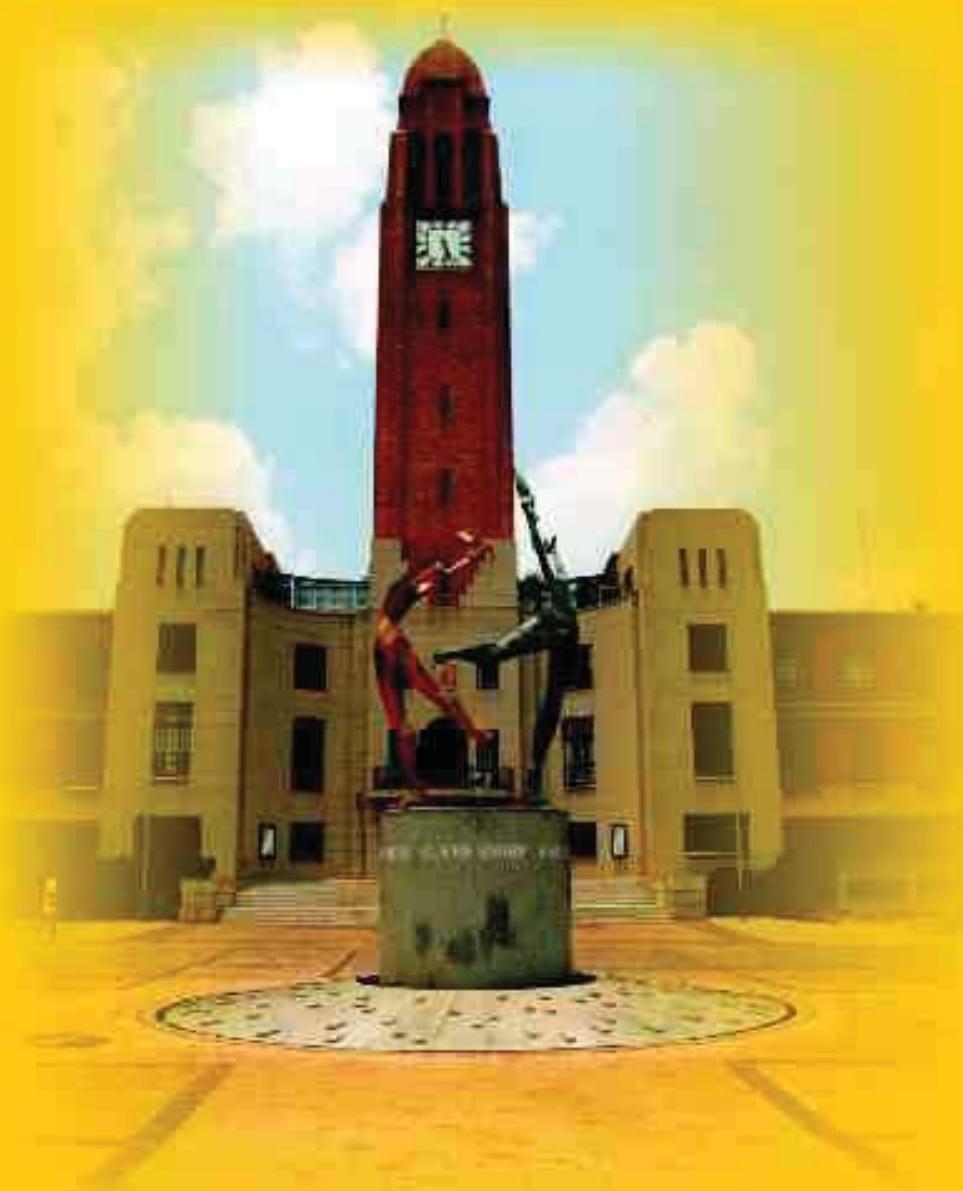
DETAIL	2004/05	2005/06	2006/07
Performance Management System audit	0%	0%	100%
Assisting in forensic audits	None	None	4
Establishment of Audit Committee	None	Committee Established	Not functioning due to resignation of 2 members of Committee
Execution of Ad Hoc audits and audit programme	75% audit plan	100% Ad Hoc audits	100% Ad Hoc audits; 50% audit plan
Participation in Internship programme	0%	0%	4 Interns accepted within Internal Audit Activity

ACTUAL PERFORMANCE ACHIEVED BY THE DEPARTMENT MEASURED AGAINST THE SET TARGETS FOR 2006-2007

Key Performance Objective	Key Performance indicator	Annual Target	Target Achieved 2006/2007
Ensure good governance within the municipality so that transparency, public accountability, access to information, administrative justice and responsiveness to complaints are dealt with in terms of the relevant legislation by June 2007	Audit reports to show evidence of compliance to legislation.	100%	100%
Ensure that all the planning and reporting of the performance of the Municipality conforms to the requirements of the Municipal Systems Act	Evidence to be provided that all legislation requirements have been adhered to	100%	100%



DIRECTORATE Infrastructure & Utilities



DIRECTORATE Infrastructure & Utilities

CIVIL ENGINEERING SERVICES

VISION

To provide and maintain quality sustainable civil engineering services.

MISSION

The development and management of an affordable, appropriate and high quality civil engineering and building environment services, to continuously improve quality life in a sustainable, safe, economical, equitable, integrated, environmentally sensitive and participatory manner.

OPERATING STRUCTURE

The department provides the following services:

- Support & Administration
- Development Planning and Building Control
- Road, Storm-water
- Waste Landfill Sites
- Water
- Sewerage
- Building Construction

SERVICE DELIVERY

SUPPORT & ADMINISTRATION

Overview

This section is rendering a general support and administrative service, while liaising with all internal sections, other departments and communicating with community members about the rendering of town-planning, building survey, building construction, water, sewerage, roads and storm-water services and waste landfill sites.

Description of the Activity

The following support services are provided:

- General administrative support to all the departmental sections
- Typing of all correspondence and reports
- Receive and distribute correspondence
- Collect written comments on applications received or complaints and distribute it to relevant departments or individuals
- Manage the departmental filing system
- General personnel management such as leave administration, personnel inquiries and disciplinary actions
- Assist with the calling of tenders and quotations and Council's procurement process
- Involved in the department's financial management through inputs in the budgetary process, budget control and submission of financial reports
- Arrange meetings as well as compile and distribute agendas and minutes of the meetings
- The application of the Occupational Health and Safety Act
- The compilation of Standard Work Procedures and Management Directives



Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with administrative functions:		
- Manager	1	
- Professionals	1	
- Office (clerical, administrative)	4	
- Non-skilled	1	
Total employees and salary package	7	R1 454 391.80
Total General Expenditure		R1 071 147.58

Statistical Information

	2004/05	2005/06	2006/07
Number of interviews for filling of vacant posts	15	10	21
Number of new appointees	13	10	19
Number of students for in service training	2	2	3
Number of letters and other correspondence received	4600	5 000	6332
Number of letter, reports, agendas and minutes dispatched	260	3 000	3300

DEVELOPMENT PLANNING AND BUILDING CONTROL

Overview

The Development Planning and Building Control Section are responsible for all activities associated with development initiatives of erven of Council and in support of the private sector.

Description of the Activity

- Ongoing spatial planning for the entire municipal area
- Ensure development facilitation of all new property development
- Policy foundation to standardize the land use application processes and to ensure that legislation governing it is implemented correctly and consistently
- Effective land use management
- Control management of outdoor advertising in the city
- Up-keeping of the Geographic Information System
- Deals with all building plans submitted for approval and the related inspections for such premises during construction
- The provision of basic Building inspection services
- Building surveying and control maintained on a monthly basis
- Approved Spatial Development Framework

Strategic objectives

- Create an environment receptive for development
- Guide development in the municipal area according to policy

Key issues for 2007/2008

- Ensure the up-keeping of valuation information
- Approve building plans within one month after submission
- Ensure compliance with NBR by carrying out inspections
- Approve applications for outdoor advertise within seven days of submission
- To ensure that the urgent need for housing is addressed in the best affordable manner
- % new access to housing in terms of households
- Project Plan developed for Housing development



Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with development planning and building control functions:		
- Assistant Manager	1	
- Professionals	8	
- Office (clerical, administrative)	5	
- Non professionals (blue collar, outside workforce)	1	
- Non-skilled	0	
Total employees and salary package	15	R3,005,156.74
Total General Expenditure		R4,605,898.29

Statistical Information

	2004/05	2005/06	2006/07
Detail of building plans			
➤ Number of building plans approved (excluding low cost housing)	2 428	1 457	2 118
➤ Value of building plans approved	R555 008 110	R405 737 600	R562 746 900
Number of applications received for:			
➤ Township establishment	5	23	32
➤ Rezoning	163	110	192
➤ Special consent	55	296	268

ROADS AND STORM-WATER

Overview

The planning, provision and maintenance of roads and storm-water infrastructure are the responsibilities of the Road, Storm-water and Landfill sites section.

Description of the Activity

The road and storm-water drainage maintenance and construction responsibilities of the municipality are administered as follows and include:

- Creating of new infrastructure
- Ongoing assistance to ensure that new developments are expedited and roads and storm-water drainage infrastructure is provided in accordance with standards and specifications.
- Analysis of all aspects of the existing roads, network and storm-water drainage system to pro-actively identify ageing infrastructure, problems and bottlenecks in the flow of traffic
- Continuous management and control to ensure the optimum availability of the road network to the public and proper storm-water drainage

Strategic objectives

- Plan for and provide roads and storm-water infrastructure to support and facilitate economic growth and to promote social development
- Keep roads and storm-water drainage infrastructure maintainable and serviceable
- Promote traffic control systems in conjunction with the Public Safety Department to improve flow of traffic
- Alleviate traffic congestion
- Provide the management and support services needed



Key issues for 2007/2008

- Maintenance of existing gravel and tar roads
- Maintenance of storm-water system
- To develop a program for bringing relief to residents who suffer from the impact of rain- and storm water in areas where muddy conditions and un-surfaced roads are the norm
- % Progress on the elimination of service backlogs
- Provision of visible road signage by 2008
- Regional landfill site (Phase2)
- NMT Infrastructure
- Resealing of roads

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with roads and storm-water functions: - Assistant Manager - Professionals - Office (clerical, administrative) - Non professionals (blue collar, outside workforce) - Non-skilled	1 7 2 23 99	
Total employees and salary package	132	R11,174,172.47
Total General Expenditure		R37,513,028.29

Statistical Information

DETAIL	2004/05	2005/06	2006/07	COST
Total number, kilometres and total value of road projects: ➤ New bituminized ➤ New gravel ➤ Existing re-tarring	N/A	4km 0 40,4km	10,4km 14 904 600 3 500 000	R6 000 000 R0 R9 410 000
Total kilometres and maintenance cost associated with existing roads provided: ➤ Tar ➤ Paved ➤ Gravel	N/A	1 025 km 32 km 660 km	1 035 km 32 km 650 km	Not budgeted for as a line item. Forms part of total budget for Roads Section
Average frequency of grading of roads ➤ Gravel	108km	335km	507 km	R567 000 - SDM R500 000 - Council Funding
Estimated backlog in number of roads, in kilometres and capital cost: ➤ Tar and applicable storm-water systems	N/A	(Existing gravel roads) 660 km	(Existing gravel roads) 650 km	(Estimated amount for elimination of current backlog) R660 000 000
Type and number of grants and subsidies received	MIG	None	PTIF - Integrated Transport Plan	4 000 000 30 500 000 (Roll Over)



WASTE LANDFILL SITES

Overview

The planning provision and running of the waste landfill sites are the responsibilities of the Roads, Storm-water and Waste Landfill Sites Section.

Description of the activity

The operating of waste landfill sites of the municipality are administered as follows and include:

- Continuous management and control of existing waste landfill sites to ensure safe handling of solid waste and compliance with all applicable legislation

Strategic objectives

- Operate the waste landfill sites to meet legal requirements

Key issues for 2007/2008

- Completion of New Klerksdorp Landfill Site

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with waste landfill sites functions: - Non professionals (blue collar, outside workforce) - Non-skilled	3 7 10	
Total employees and salary package		R761,240.46

Statistical Information

DETAIL	2004/05	2005/06	2006/07
Total and projected tonnage of all waste landfill disposed: ➤ Domestic/Commercial/Garden (Total) ➤ Domestic/Commercial/Garden (Projected)	Not Available	40 000 ton 42 000 ton	45 000 100 617
Total operating cost of solid waste management function	Not Available	R2 148 030	R2 059 770

DETAIL	TOTAL
Total number, capacity and life expectancy of refuse disposal sites:- ➤ Klerksdorp (5 years) ➤ Orkney (to be closed in 2008) ➤ Stilfontein (to be closed in 2008) ➤ Hartbeesfontein (20 years)	1 1 1 1



WATER

Overview

Water distribution involves the bulk purchase of water and its distribution by the Water Section.

Description of the Activity

- Creating of new infrastructure from distribution of the water to the consumer
- Purchase and storage of water in bulk
- Distribute the water through a water network that includes pump-stations, pipes, and water-meters
- Test and replacement of water-meters
- Water quality testing and treatment
- Ongoing assistance to ensure that new developments are expedited and water infrastructure is installed in accordance with standards and specifications
- Analysis of all aspects of the existing water-supply system to pro-actively identify worn-out infrastructure, problems and bottlenecks
- Continuous management and control to ensure the optimum availability of the water supply infrastructure

Strategic objectives

- Render sustainable bulk water service by supplying adequate water of the good quality on a continuous basis and at an affordable cost to the consumers
- Provide, operate and maintain the water distribution system to meet the needs of all consumers and reduce unaccounted water

Key issues for 2007/2008

- Further introduce water management measures to reduce water unaccounted for
- Provide water networks with water-meters to un-serviced households
- Project Plan developed for Khuma Bulk Supply
- Project Plan developed for Water Meter Replacement

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with water functions: - Assistant Manager - Professionals - Office (clerical, administrative) - Non professionals (blue collar, outside workforce) - Non-skilled	1 9 2 26 39 77	R8,864,629.49 R126,958,561.70
Total employees and salary package		
Total General Expenditure		



Statistical Information

DETAIL	2004/05	2005/06	2006/07	COST
Percentage of total water usage per month				
Month	Percentage of Volume			
July 2006	7.4%	2 532 756 kl	1 665 894 kl	R5 248 839
August 2006	8.8%	3 056 304 kl	1 984 583 kl	R3 401 191
September 2006	9.1%	3 226 807 kl	2 051 452 kl	R3 843 814
October 2006	9.4%	3 213 235 kl	2 125 653 kl	R7 272 066
November 2006	9.4%	3 771 228 kl	2 130 463 kl	R6 659 589
December 2006	8.9%	3 023 683 kl	2 012 186 kl	R6 213 330
January 2007	8.9%	2 852 978 kl	2 020 951 kl	R6 519 942
February 2007	7.5%	2 769 944 kl	1 694 504 kl	R6 784 518
March 2007	6.9%	2 782 454 kl	1 559 667 kl	R6 361 542
April 2007	7.8%	2 609 178 kl	1 760 334 kl	R6 446 769
May 2007	7.5%	2 711 650 kl	1 698 757 kl	R5 957 652
June 2007	8.4%	2 927 849 kl	1 889 418 kl	R5 996 082
Total volume and cost of bulk water purchased in kilolitres.	35 478 066 kl	22 593 862 kl	24 993 798 kl	R70,705,334
Total volume and receipts of water sales				
➤ Residential communal supply		551 600	438 165	R2 442 596
➤ Residential uncontrolled		16 952 150	13 416 924	R74 793 987
➤ Commercial		1 362 750	1 078 415	R6 011 735
➤ Industrial dry		248 600	194 532	R1 084 430
➤ Other		4 747 600	3 758 400	R20 951 581
TOTAL		23 862 700	18 886 436	R105284,329
Total year to date water unaccounted for		3 991 783	5906 998	R11,448,943
Number of households with water service, and type				
➤ Piped water inside yard	78 502	114 908	128 670	-
➤ Piped water on communal supply distance < 200 m from dwelling	0	6 571	-	-
➤ Below minimum standard	0	7 157	1156	-
Number and cost of new water connections		549	480	R793 440
Number and cost of restriction and reconnections:				
➤ Restrictions		6 118	29 976	R796,529.60
➤ Reconnections		209	3 644	R1,618,911.51
Number and total value of water projects lanned and current:				
➤ Current	N/A	20	N/A	R15 000 000
➤ Planned 2006/2007		12		R12 686140
Anticipated expansion of water services next financial year				
➤ Piped water inside yard	N/A	6 534	2 606	R6 515 000
Estimated backlog in number (and cost to provide) water connection:				
➤ Piped water inside yard	N/A	5 808	2 606	R6 515 000
Free Basic Service Provision:				
➤ Quantity (number of households affected)	N/A	112 311	86 916	R12 022 447
➤ Quantum (value to each household)		6 kl per month free	6 kl per month free	R138.33
Type and number of grants and subsidies received:				
➤ IGG Water subsidy	N/A	3	3	R11 796 620



SEWERAGE

Overview

To contribute to the enhanced quality of life and prosperity of all the people in the municipal area by providing an affordable, efficient and cost effective sanitation service through a well established and maintained infrastructure. The enhanced quality of life includes the eradication of the bucket system being replaced with proper and healthy water borne sewer system.

Description of the Activity

- Design sewer networks for new development
- Implement maintenance programmes on sewer installations
- Treatment of waste water (sewerage and effluent) to statutory standards
- Reception of attendance to sewerage related complaints
- Contract and construction management of new sewer network infrastructure

Strategic objectives

- Provide a service that is safe to human and the environment
- To purify sewerage to specified standards

Key issues for 2007/2008

- Ensure the completion of the installation of sewer networks as identified in the IDP
- Ensure maintenance of main sewers
- To eliminate 150 vacuum tanks in Hartbeesfontein
- To eliminate 13 568 night soil buckets by constructing toilets connected to the sewer networks
- Ensure the completion of the upgrading of the Klerksdorp Waste Water Treatment Plant
- Percentage progress on the Increase Orkney Water Works Treatment Plant project
- Project Plan developed for Increase Orkney Water Works Treatment Plant
- Total spending on the project
- Percentage progress on the Bucket eradication project
- Project Plan developed for Bucket eradication

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with sewerage functions: - Assistant Manager - Professionals - Office (clerical, administrative) - Non professionals (blue collar, outside workforce) - Non-skilled	0 6 3 19 86	
Total employees and salary package	114	R10,295,168.21
Total General Expenditure		R55,313,346.67

Statistical Information

	2004/05	2005/06	2006/7
Number of sewer blockages cleaned: ➤ main sewers ➤ private sewers	11 016 1 422	5 500 1 400	8 921 1 193
Number of new sewer connections installed	120	32	6 803
Number of services/repairs of sewer pump stations	337	340	319
Number of purified sewer samples tested for quality	384	384	384
Length of main sewers cleaned on programme	10km	12km	8km



BUILDING CONSTRUCTION

Overview

The maintenance and construction of Council buildings.

Description of the Activity

- Handling of complaints and requests on municipal buildings
- Design and implement new constructions
- Implement maintenance programmes on municipal building

Strategic objectives

- Assist departments in good time and effectively maintaining buildings under their control
- Undertake minor construction work required by Departments
- Liaise with Consultants with regards to larger construction projects on behalf of Departments
- To complete projects within the financial year

Key issues for 2007/2008

• Refurbish traffic court	R500 000
• Community Library	R2 000 000
• Museum Extension	R625 000
• Upgrade City Halls	R300 000
• Upgrade Community Halls	R500 000
• New pay point in Jouberton	R800 000
• Maintenance Halls and Civic Centres	R2 400 000

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with building construction functions: - Professionals - Office (clerical, administrative) - Non professionals (blue collar, outside workforce) - Non-skilled	6 1 9 13	
Total employees and salary package	29	R2,945,622.38
Total General Expenditure		R3,540,597.65

Statistical Information

DETAIL	2004/05	2005/06	2006/7
Value of work completed: ➤ Maintenance on buildings	R963,010	R3,153,480	R3,448,665
➤ Capital work	R2,146,500	R2,767,917	R7,449,400



**ACTUAL PERFORMANCE ACHIEVED BY THE DEPARTMENT MEASURED AGAINST THE SET TARGETS
FOR 2006-2007**

Key Performance Objective	Key Performance indicator	Annual Target	Target Achieved 2006/2007
Ensure the installation of a ladder at the reservoir by August 2006	100% Installed ladder at the reservoir at a cost of R50,000	R50,000	R50,000
Ensure the installation of the IDP Water Pressure Management by August 2006	100% Installed IDP Water Pressure Management at a cost of R326,400	R326,400	(i) R 139 000
Ensure the IDP refurbishing of Wilkoppies reservoir by June 2007	100% IDP Refurbished reservoir in Wilkoppies at a cost of R64,700	R64,700	R64,700
Ensure the IDP refurbishing of water network in Irene park by June 2007	100% IDP Refurbished water network in Irene park at a cost of R400,000	R400,000	R400,000
Ensure the refurbishing of water network in Khuma Proper by August 2006	100% Refurbished water network in Khuma Proper at a cost of R851,800	R851,800	R851,800
Ensure the installation of fire hydrants water networks in the townships by June 2006	100% Installed fire hydrants water networks in the townships at a cost of R1,000,000	R1,000,000	R1,000,000
Ensure IDP water supply to rural areas by July 2006	100% IDP water supply to rural areas at a cost of R236,000	R236,000	R236,000
Ensure IDP water meter replacement by July 2006	100% Replaced IDP water meter at a cost of R114,500	R114,500	R114,500
Ensure water and sanitation to farm schools by July 2006	100% Available water and sanitation to farm schools at a cost of R8,500	R8,500	R8,500
Ensure the installation of a sewer network in Kanana extension 11 by October 2006	100% Installed sewer network in Kanana extension 11 at a cost of R2,000,000	100%	100%
Ensure the construction of Condor Street, Tigane by September 2006	100% Constructed Condor Street, Tigane at a cost of R765,600	100%	100%
Ensure the construction of Mogotsi Street, Tigane by September 2006	100% Constructed Mogotsi Street, Tigane at a cost of R224,400	100%	100%
Ensure the construction of Phiai Street, Tigane by September 2006	100% Constructed Phiai Street, Tigane at a cost of R316,800	100%	100%
Ensure the construction of Molemo Street, Khuma by September 2006	100% Constructed Molemo Street, Khuma at a cost of R712,800	100%	100%



Ensure the construction of Sechele Street, Khuma by September 2006	100% Constructed Sechele Street, Khuma at a cost of R924,000	100%	0% (ii)
Ensure the construction of Mohlakoane Street, Kanana by October 2006	100% Constructed Mohlakoane Street, Kanana at a cost of R316,800	100%	100% (ii)
Ensure the construction of Elken Street, Kanana by October 2006	100% Constructed Elken Street, Kanana at a cost of R290,400	100%	100%
Ensure the construction of Hibiscus Street, Jouberton by October 2006	100% Constructed Hibiscus Street, Jouberton at a cost of R607,200	100%	0% (ii)
Ensure the construction of Kokolohutwe Street, Jouberton by October 2006	100% Constructed Kokolohutwe Street, Jouberton at a cost of R756,360	100%	100%
Ensure the construction of Mangezi Street, Jouberton by October 2006	100% Constructed Mangezi Street, Jouberton at a cost of R378,840	100%	100%
Ensure the construction of Umgangasi Street, Jouberton by October 2006	100% Constructed Umgangasi Street, Jouberton at a cost of R370,920	100%	100%
Ensure the construction of Isikungati Street, Jouberton by July 2006	100% Constructed Isikungati Street, Jouberton at a cost of R273,240	100%	0% (ii)
Ensure the construction of Sewende Street, Jouberton by July 2006	100% Constructed Sewende Street, Jouberton at a cost of R290,400	100%	0% (ii)
Ensure the construction of 23 rd Street, Jouberton by October 2006	100% Constructed 23 rd Street, Jouberton at a cost of R264,000	100%	100%
Ensure the construction of Umsintsi Street, Jouberton by October 2006	100% Constructed Umsintsi Street, Jouberton at a cost of R635,250	100%	100%
Ensure the construction of Lethabile Street, Jouberton by October 2006	100% Constructed Lethabile Street, Jouberton at a cost of R704,550	100%	100%
Ensure the construction of Lethuritsi Street, Jouberton by October	100% Constructed Lethuritsi Street, Jouberton at a cost of	100%	100%
Ensure the construction of Sakheni Street, Jouberton by October 2006	100% Constructed Sakheni Street, Jouberton at a cost of R594,000	100%	100%



Ensure the construction of Taje Street, Jouberton by October 2006	100% Constructed Taje Street, Jouberton at a cost of R191,400	100%	100%
Ensure the construction of 22 nd Street, Jouberton by October 2006	100% Constructed 22 nd Street, Jouberton at a cost of R253,440	100%	100%
Ensure the construction of Roper Street, Ellaton by September 2006	100% Constructed Roper Street, Ellaton at a cost of R633,600	100%	100%
Ensure the construction of a storm water network in extension 21 by August 2006	100% Constructed storm water network in extension 21 at a cost of R1,500,000	100%	100%
Ensure the construction of a taxi route in Alabama extension 3 by October 2006	100% Constructed taxi route in Alabama extension 3 at a cost of R3,709,200	100%	100%
To ensure the building of a transfer station at Orkney by September 2006	100% Transfer station built at Orkney at a cost of R3,500,000	100%	100%
Install a water network in Tigane Ext 6 (715 Erven) by January 2007	100% Installed water network in Tigane Ext 6 (715 Erven)	715 Erven	715 Erven
Reline Jan van Riebeeck road (Stilfontein) water main by February 2007	100% Relined Jan van Riebeeck road (Stilfontein) water main	208 erven	(iii) 25 erven
Install a water network in Tigane Ext 5 (208 Erven) by November 2006	100% Installed water network in Tigane Ext 5 (208 Erven)	100%	100%
Install a rural water supply in Uraan, Oblate, Maputle and Nkagisang by September 2006	100% Installed rural water supply in Uraan, Oblate, Maputle and Nkagisang	100%	100%
Install a water supply to rural schools and clinics by December 2006	100% Installed water supply to rural schools and clinics	100%	(iv) 85%
Install a water network at Nootgedacht holdings by December 2006	100% Installed water network Nootgedacht holdings	100%	(v) 95%
Install 2 M ³ pressure tower and pump-station in Khuma by June 2007	100% Install 2 M ³ pressure tower and pump-station in Khuma	100%	100%
Install a bulk water supply in Alabama Ext 3 by February 2007	100% Installed bulk water supply in Alabama Ext 3	100%	100%
Install water pressure management system by June 2007	100% Installed water pressure management system	100%	(vi) 75%



Install a water meter replacement programme by June 2007	100% Installed water meter replacement programme	100%	100%
Install sewer network in Khuma Ext 6 (683 Erven) by December 2006	100% Installed sewer network in Khuma Ext 6 (683 Erven)	100%	100%
Install sewer network in Khuma Ext 10 (157 Erven) by October 2006	100% Installed sewer network in Khuma Ext 10 (157 Erven)	100%	100%
Install sewer network in Jouberton Ext 23 (1185 Erven) by April 2007	100% Installed sewer network in Jouberton Ext 23 (1185 Erven)	100%	100%
Install rural sanitation at Wildebeeslaagte / Palmietfontein by February 2007	100% Installed sanitation at Wildebeeslaagte / Palmietfontein	100%	(vii) 90%
Upgrade mechanical and electrical equipment Klerksdorp WWTP and pump station by January 2007	100% Upgraded mechanical and electrical equipment Klerksdorp WWTP and pump station	100%	100%
Install sewer network in Jouberton Ext 7 (11 Erven) by March 2007	100% Installed sewer network in Jouberton Ext 7 (11 Erven)	100%	100%
Install sewer network in Khuma Ext 1 (Erven 2821 to 2823) by December 2006	100% Installed sewer network in Khuma Ext 1 (Erven 2821 to 2823)	100%	100%
Install sewer network in Tigane Ext 1 (Erven 409 to 415) by January 2007	100% Installed sewer network in Tigane Ext 1 (Erven 409 to 415)	100%	100%
Install sewer network in Tigane Ext 5 (232 Erven) by January 2007	100% Installed sewer network Tigane Ext 5 (232 Erven)	100%	100%
Reline Orkney outfall sewers by March 2007	100% Orkney outfall sewers relined	100%	(viii) 15%
Install sewer network in Kanana Ext 13 (602 Erven) by January 2007	100% Installed sewer network Kanana Ext 13 (602 Erven)	100%	100%
Install sewer network in Jouberton Ext 19 West (685 Erven) by March 2007	100% Installed sewer network Jouberton Ext 19 West (685 Erven)	100%	100%
Install sewer network in Jouberton Ext 20 (991 Erven) by March 2007	100% Installed sewer network Jouberton Ext 20 (991 Erven)	100%	(ix) 65%
Increase Klerksdorp WW treatment plant to 30 Ml /day by March 2007	100% Increased Klerksdorp WW treatment plant	100%	(x) 95%
Increase Orkney WW treatment plant 20 Ml /day by June 2007	100% Increased Orkney WW treatment plant	100%	(x) 95%



Install sewer network in Tigane Ext 6 (699 Erven) by March 2007	100% Installed sewer network Tigane Ext 6 (699 Erven)	100%	100%
Install sewer network in Jouberton Ext 22 (521 Erven) by January 2007	100% Installed sewer network Jouberton Ext 22 (521 Erven)	100%	100%
Install sewer network in Hartbeesfontein Phase I (300 Erven) by January 2007	100% Installed sewer network Hartbeesfontein Phase I (300 Erven)	100%	(xi) 70%
Establish integrated road transport plan by August 2006	Established integrated road transport plan at a cost of R3,500,000	100%	(xii) 95%
Establish regional landfill site by June 2007	Established regional landfill site at a cost of R17,520,989 (R11,000,000 - SDM + R6,520,989 - MIG)	100%	(xiii) 95%
Ensure the replacement of old water meters to eliminate water losses by June 2007	100% Replaced water meters at a cost of R 1,500,000 to eliminate water losses	R 1,500,000	R 1,500,000
Ensure the installing of a water pressure management system by June 2007	100% Installed water pressure management system at a cost of R500,000	R500,000	R 410 000
Reseal identified streets in KOSH by March 2007	Road resealed according to maintenance programme at a cost of R3,500,00	100%	100%
Conduct interviews to ensure best candidates for vacant positions by June 2007	Compile schedules, obtain shortlist approvals and interviews held for filling of vacant posts and appointments made within 60 days	100%	(xv) 47,5%
Ensure proper communication with Council and community by June 2007	Letters, reports, agendas and minutes dispatched by the department attended to within 30 days, pending investigations and inspections to be executed, consultations or workshops	100%	(xvi) 77%
Ensure effective maintenance of Council assets by June 2007	Improved response time attending to less urgent complaints (2 days)	100%	100%
Ensure effective maintenance of Council assets by June 2007	Improved response time attending to urgent complaints (2 weeks)	100%	100%
Ensure effective maintenance of Council assets by June 2007	Improved response time attending to urgent complaints (2 weeks)	100%	100%



Ensure maintenance of main sewers by June 2007	Sewer blockages cleaned on main sewers within 7 days of complaint received	100%	100%
Ensure installation of sewer connections by June 2007	Sewer connections application received handled within 7 days	100%	(xvii) 80%
Ensure pump stations are properly maintained by June 2007	19 Sewer pump stations maintained through a fixed programme	19	(xviii) 4
Ensure sewage is purified in Klerksdorp according to prescribed standards by June 2007	Quality of final effluent 95% within legislation requirement by weekly tests	100%	(xix) 35%
Ensure sewage is purified in Orkney according to prescribed standards by June 2007	Quality of final effluent 95% within legislation requirement by weekly tests	100%	(xx) 75%
Ensure sewage is purified in Stilfontein according to prescribed standards by June 2007	Quality of final effluent 95% within legislation requirement by weekly tests	100%	100%
Ensure sewage is purified in Hartbeesfontein according to prescribed standards by June 2007	Quality of final effluent 95% within legislation requirement by weekly tests	100%	100%
Ensure the maintenance of main sewer according to programme by June 2007	5 Km of main sewers cleaned according to programme	5	11,3km
Ensure up keeping of valuation cards by June 2007	100% Valuation cards up kept	100%	100%
Ensure fast track approval of received building plans in terms of NBR by June 2007	Approved building plans within 1 month of submission	100%	(xxi) 85%
Ensure compliance with NBR by carrying out inspections	Request for inspections responded to within 2 days	100%	(xxii) 90%
Carry out inspections to eliminate storm water intrusion in private erven by June 2007	Inspections conducted for storm water intrusion on private sewers	100%	100%
Ensure fast track approval of applications for outdoor advertising by June 2007	Approved applications for outdoor advertising within 7 days of submission	100%	100%
Ensure fast track processing of applications for subdivision and consolidation by June 2007	Subdivision and consolidation applications processed within 2 weeks of submission	100%	100%



Ensure fast track processing of applications for special consent, building line relaxation and second dwellings by June 2007	Applications for special consent, building line relaxation and second dwellings processed within 2 weeks	100%	100%
Ensure fast track processing of applications for amendment schemes and township applications by June 2007	Applications processed within 1 month after expiry of closing date	100%	100%
Maintain burst water pipelines without delay by June 2007	Burst water mains repaired within 5 hours	100%	100%
Maintain water supply assets by June 2007	Break stops repaired in pump stations within 24 hours	100%	100%
Maintain water supply assets by June 2007	Scheduled maintenance on pump stations conducted	864	789
Maintain water supply assets by June 2007	37 Reservoirs cleaned annually	37	37
Maintain water supply assets by June 2007	35 Control valves serviced annually	35	35
Maintain water supply assets by June 2007	Cathodic protection tested on pipelines every 3 months	100%	100%
Ensure the attending of water related complaints / enquiries other than burst mains by June 2007	Other water supply complaints/enquiries attended to within 2 days	100%	(xxiii) 80%
Install new water connections on request by June 2007	New water connections provided within 10 working days	100%	100%
Test water connections on requested by June 2007	Water meters tested within 10 working days	100%	100%
Schedule water meter replacements by June 2007	Water meters replaced as per schedule	2 520 meters	(xxiv) 1 330 meters
Ensure healthy drinking water by June 2007	Water samples to comply within 95% legislation	100%	100%
Ensure maintenance of tar roads by June 2007	860 Km tar roads swept	860	(xxv) 767
Ensure treatment of weeds on road cutters by June 2007	120 Km tarred roads treated for weed growing	120	210
Ensure maintenance of street signs by June 2007	600 Street signs maintained	600	756
Ensure maintenance of road surfaces by June 2007	Repair potholes within 2 days	100%	100%



Ensure maintenance of storm water channel by June 2007	2 000m Storm water channel cleaned	2 000	6 500
Ensure maintenance of railway siding servitudes by June 2007	15 Km railway siding servitudes cleaned and maintained	15	15
Ensure maintenance of gravel roads by June 2007	120 Km gravel roads graded	120	120

REASONS AND CORRECTIVE ACTION

NUMBER	REASON	CORRECTIVE ACTION
(i)	In progress	To be completed in new financial year
(ii)	Omitted, due to lack of funding (Council Resolution)	Capital Projects not to be included if funding is not available
(iii)	Projects to be omitted and funds to be transferred to fire hydrant	To be completed in new financial year
(iv)	Awaited MIG approval	To be completed by 31 Dec 2007
(v)	Contractor to start on 2 April 2007	To be completed by 17 July 2007
(vi)	Departmental lack of material.	Project in process
(vii)	Contractor short of resources	
(viii)	Awaiting report to be completed by the contractor.	Final report submitted to consulting by CCTV
(ix)	Contractor short of resources	
(x)	Contractor had workforce strike	
(xi)	Work delays due to existing services	
(xii)	Consultants appointed	Busy with data collection
(xiii)	Permission to access site was delayed	
(xiv)	Tenders to be implemented Jan - April 2007	In progress
(xv)	After the closing date of advertisements, before short listing, schedules times take too long.	Scheduling times to be reduced
(xvi)	Some correspondence needs investigations and inspection which lengthens the response time	
(xvii)	Vacant position of Special Worksman	
(xviii)	No program, responsibility of Manager Electrical Engineer	
(xix)	Construction and upgrading of plant	
(xx)	Various plan s had requirements / Incomplete info on building plans	
(xxi)	Lack of capacity	
(xxii)	Lack of manpower	Transport problems
(xxiii)	Contractor on site until 30 June 2007	
(xxiv)	Employed additional temporary labour	Cleaned sand deposited after rainstorms



ELECTRICAL ENGINEERING SERVICES

VISION

To be an effective and efficient electricity distributor for the people of the City of Matlosana.

MISSION

To ensure a basic level of electricity supply and to provide an electrical service in an effective and efficient manner.

OPERATING STRUCTURE

- Administration and Support
- Electrical Distribution, Planning, Testing, and Street lighting
- Occupational Health and Safety
- Fleet Maintenance
- Mechanical Workshop

SERVICE DELIVERY

ADMINISTRATION AND SUPPORT

Overview

The administration and support function is responsible for effective administration of the department and also acts as complaint centre for the department, regarding streetlights and other electrical issues.

Description of the activity

- Typing of correspondence
- Filing and safe keeping of all records
- Assisting with general electrical enquiries
- Dealing and directing electrical complaints

Strategic objectives

- Ensure effective and sufficient administration function
- NER record keeping
- Financial control of the departments budget

Key issues for 2007/2008

- Maintain proper consumer service
- Resolve electrical complaints within 30 days

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with administration and support functions: - Manager - Professionals - Office (clerical, administrative) - Non-skilled	1 2 4 2	
Total employees and salary package	9	R2,565,898.64
Total General Expenditure		R23,273,959.27



ELECTRICAL DISTRIBUTION, PLANNING, TESTING, STREET LIGHTING AND OCCUPATIONAL HEALTH AND SAFETY

Overview

Electrical Distribution includes the bulk purchase and distribution of electricity and the maintenance of streetlights. It also includes the planning, scheduling and cost estimates and compiling specifications for electrical projects. Render measuring and drafting services and testing of electrical installations. Maintain safety in all Council workplaces, according to the Occupational Health and Safety Act (85 of 1993) and regulations.

Description of the activity

- Planning and Inspectorate Office: Plan maintenance projects, update electrical plans regular, handle public requests for electrical supply (new and upgrading), cost estimation, electrical inspections on premises, control over electrical contractors and prevention of power theft.
- Testing: Robot installations, electrical metering (medium and low voltage systems), and medium voltage protection, radio communication systems for all Council departments, fault finding, water pumping-station, sewer pumping-stations, lifts in Council buildings and training.
- Distribution: Administration, medium voltage distribution (11kv, 6,6kv, and 3.3kv networks), low voltage distribution networks, sewer pumping-station and plants, water pumping-stations, lifting equipment, buildings, streetlights, highmast lights and sportfield lights.
- Safety: Maintain safety in all Council workplaces.

Bulk supply points in Matlosana area are as follows:

Region A	Municipal Uraniaville Doringkruin	40 Mva 30 Mva 40 Mva
Region B	Jouberton Hartbeesfontein	40 Mva 5 Mva
Region C	Stilfontein Orkney	20 Mva 20 Mva

Distribution areas managed by Eskom by means of a distribution license with NER are: Kanana, Khuma and Tigane.

Strategic objectives

- Maximize preventative measures in the Matlosana area
- Ensure a basic level of electricity supply and to provide an electrical service in an effective and efficient manner
- Provide efficient and effective distribution network
- Provide maximum efficient street lighting in all urban and business areas
- Meet legal aspects
- Execute the legal responsibilities in terms of the Occupational Health and Safety Act
- Meet safety permit conditions in terms of the Occupational Health and Safety Act
- Execute all relevant legal responsibilities
- Compliance with Occupational Health and Safety Act
- Risk Assessment in Council workplaces
- Lost control throughout the Council

Key issues for 2007/2008

- Project Plan developed for Kanana - highmast lights
- Project Plan developed for Tigane - highmast lights
- Percentage progress on the highmast lights project
- Project Plan developed for percentage progress on the electrification project
- Percentage progress on the electrification project
- Upgrading 11kv distribution network - northern suburb
- 10 year electrical master plan actioned
- % Maintenance of infrastructure in terms of maintenance schedule



- The percentage of households with access to basic level electricity
- Reduction in reticulation losses for electricity
- Percentage reduction in power interruptions: number of electricity supply minutes lost
- % Progress on the elimination of service backlogs
- Complete electrification of Alabama
- Upgrade Hood Street substation
- Upgrade Hartbeesfontein substation
- Replace kiosks with mini-substations
- Replace OCB Caledon South substation
- Electrical bulk metering
- Streetlights Jouberton
- Upgrade streetlights in Stilfontein
- Replace old streetlight fittings in Orkney
- Highmast lights Alabama Extension 3
- Entrance lights
- Highmast lights Khuma Extensions 8 & 9
- Preventative maintenance on medium voltage breakers, switchgears and transformers
- Conduct electrical inspections on new and existing electrical installations
- Conduct health and safety inspections in all Council buildings
- Execute legal responsibilities

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with distribution, planning, testing, street lighting and occupational health and safety functions:		
- Assistant Manager	2	
- Professionals	30	
- Office (clerical, administrative)	1	
- Non professionals (blue collar, outs workforce)	8	
- Non-skilled	50	
Total employees and salary package	91	R20,240,999.86
Total General Expenditure		R153,816,770.36

Statistical Information

DETAIL	2004/2005	2005/2006	2006/2007
OFFICE OF THE MANAGER			
➢ Typing of correspondence	980	1 539	1 894
COMPLAINT OFFICE			
➢ Complaints collection	7500	5 840	4 800
➢ NER Records	7500	686	708
PLANNING			
➢ Request for electrical supply	54	239	310
➢ Cost estimations	54	239	310
➢ Electrical inspections	54	598	714
➢ Electrical construction inspections	500	107	238
➢ Check for electricity theft	2000	1 621	2100
SAFETY DIVISION			
Audit inspections	2	2	2
Compliance investigations	38	43	46



ELECTRICAL DISTRIBUTION			
➤ Maintain MV service connection	60	108	145
➤ Maintain transformers	440	187	17
➤ Maintain minisubstations	480	233	15
➤ Maintain LV service connections	7500	7 316	10 400
➤ Streetlight complaints received	4800	3 460	2 112
➤ Streetlight complaints repaired in 30 days	3800	3 460	2 112
➤ Robot inspections	3600	1 850	3 264
➤ Check batteries in substations	200	204	900
➤ Test protection relay's	80	32	256

FLEET MAINTENANCE

Overview

The garage is responsible for the daily management and maintenance of Council vehicles and mechanical equipment.

Description of the activity

- Stores: Compiling and printing of orders, stock control, issue spare parts, issue and record keeping of lubrication materials
- Vehicle maintenance: Mechanical maintenance work on motor vehicles and heavy duty vehicles and tyre maintenance on all vehicles of Council
- Equipment maintenance: Mechanical maintenance work on lawn movers (engine driven and tractor driven), wash bay operations
- Fleet Management: Inspections of vehicle fleet

Strategic objectives

- Provide an effective and efficient maintenance programme on Council's vehicle fleet
- Conduct inspections of vehicles to ensure roadworthiness of Council vehicle fleet

Key issues for 2007/2008

- Development of a vehicle replacement policy
- Repairs and services performed within 5 working days
- Repairs scheduled on Council machinery carried out within 5 working days
- Regular inspections carried out on Council vehicles

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with fleet maintenance functions:		
- Professionals	8	
- Office (clerical, administrative)	0	
- Non professionals (blue collar, outside workforce)	3	
- Non-skilled	8	
Total employees and salary package	19	R2,277,374.80
Total General Expenditure		R1,785,840.24

Statistical Information

DETAIL	2004/2005	2005/2006	2006/2007
FLEET MANAGEMENT			
➤ Inspections carried out	0	32	51



MECHANICAL WORKSHOP

Overview

The Mechanical Workshop is responsible for the maintenance all Sewer pumpstations and plant, water pumpstations, hydraulic equipment, welding, boiler-making and fitting and turning.

Description of the activity

- Store: Compiling and printing of orders, stock control, issue parts and record keeping of lubrication materials
- Fitting and Turning work: Pumps, cylinders, shafts, heavy duty equipment (refuse removal trucks, etc) and aerial platforms used by the Electrical Department
- Sewer pumpstations and plants: Pump and pipe installations, valve installations and lubrication on all rotating equipment
- Water pumpstations: Electric driven pump installations, diesel driven pump installations, pipe installations, valve installations and lubrication of all rotating equipment
- Boiler-making: Various equipment
- Welding: Various equipment

Strategic objectives

- Maintain water pumpstations
- Maintain sewerage pumpstations

Key issues for 2007/2008

- To maintain equipment cost effectively

Analysis of the function

DETAIL	TOTAL	COST
Number and cost to employer of all personnel associated with mechanical workshop functions: - Professionals - Office (clerical, administrative) - Non professionals (blue collar, outside workforce) - Non-skilled	7 0 1 9	
Total employees and salary package	17	R2,301,235.15
Total General Expenditure		R2,545,413.81

Statistical Information

DETAIL	2004/2005	2005/2006	2006/2007
VEHICLE MAINTENANCE			
➤ Vehicles Serviced	1580	1280	1567
➤ Come backs	15	11	16
EQUIPMENT MAINTENANCE			
➤ Equipment Serviced	610	675	879
➤ Come backs	6	6	8

